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ABSTRACT

This report is intended to provide state-level policy makers with descriptive information on 17 state administrative structures for the coordination of planning and delivery of services to children. An introduction briefly reviews the general history, activities, challenges, successes, and goals of the state offices of child development. The following information is provided for each state included in the report: (1) name of office, (2) location, (3) method of establishment, (4) contact, (5) staffing, (6) funding, (7) basic functions, (8) relationship to other state agencies, (9) advisory groups, (10) involvement of local groups, and (11) office publications. The legislative acts or executive orders establishing the state structure for 15 of the states are also included. The states included in this report are: Alaska, Arkansas, California, Florida, Hawaii, Idaho, Louisiana, Massachusetts, Mississippi, North Carolina, South Carolina, Tennessee, Texas, Utah, Vermont, Washington, and West Virginia. (ED)

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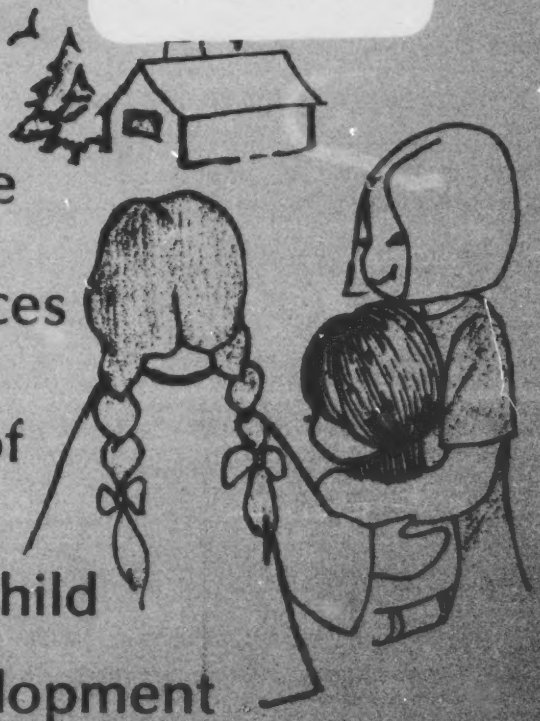

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Early Childhood Project
Education Commission of the States

Report No. 2
Early Childhood Report No. 2
September 1975

2

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State Offices of Child Development

The eighth report of
The Education Commission of the States
Early Childhood Project

Education Commission of the States
Denver, Colorado 80203
Wendell H. Pierce, Executive Director

September 1975

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CONTENTS

Foreword v

Introduction
State Offices of Child Development
Their First Five Years vii

Alaska 1

Arkansas 5

California 9

Florida 11

Hawaii 18

Idaho 26

Louisiana 29

Massachusetts 37

Mississippi 48

North Carolina 53

South Carolina 56

Tennessee 61

Texas 71

Utah 77

Vermont 79

Washington 86

West Virginia 94

FOREWORD

During the past four years, the Early Childhood Project of the Education Commission of the States (ECS) has encouraged the states to develop administrative structures to coordinate early childhood efforts and to coordinate state and federal administration of programs for young children. In the ECS report, Early Childhood Development: Alternatives for Program Implementation in the States (June 1971), the following statement was made:

> How early childhood programs are administered at the state level will substantially affect the impact and nature of the state effort. And one thing is clear. Coordination of state programs must be drastically improved. Continued efforts must be made to eliminate the duplication caused by overlapping funding procedures. Both program centralization at the federal level and a means of channeling funds and effecting planning through a central state agency are needed... state legislation should be enacted to establish coordinating machinery for early childhood programs.

In the 1971 report, three alternatives for state administrative structures were proposed: placing early childhood responsibility in an existing agency; creating a new office of child development as an independent state agency; or establishing a child care coordinating council.

A subsequent ECS report, Establishing a State Office of Early Childhood Development: Suggested Legislative Alternatives (December 1972), addressed the first two alternatives. The third alternative was also discussed, but suggested legislation was not included since a council could be established by an executive order in the state.

Recently there have been many activities focusing on the increased capacity of the states to administer children's services. At least 17 states have established such administrative structures through legislation or executive order. Several other states are developing a centralized state mechanism to coordinate children's services.

The National Association of State Directors of Child Development (NASDCD) was established in August 1973 to strengthen the voice of the states in setting national policies for child development programs and related services and to facilitate information exchange among states with state-level early childhood coordinating offices. Testimonies presented at the joint house and senate hearings on the Child and Family Services Act emphasized the increased capacities of the states to plan and administer effective delivery systems.

The federal Office of Child Development (OCD) has recently awarded grants to several states to encourage state efforts to increase their capacity to plan, develop and coordinate children's programs. A study on the states' capacity to administer programs for children is presently being conducted by Kirschner Associates, Inc. under contract to OCD. Other federal programs, including Title XX of the Social Security Act and the National Health Planning and Resources Development Act have recognized the need for statewide administrative structures to maximize planning and coordination.

This report is intended to provide state-level policy makers with descriptive information on existing state administrative structures in 17 states. The primary purpose of each of the state structures is to coordinate the planning and delivery of services to children. Also included in this report are the legislative acts or executive orders establishing the state structure for 15 of the states.

The ECS Early Childhood Project is most grateful to the directors of the state offices of child development who provided the information for this report.

INTRODUCTION

State Offices of Child Development

Their First Five Years

Officials in at least 17 states have, since 1969, legislated or otherwise acted to create state offices of child development (OCDs): Alaska, Arkansas, California, Florida, Hawaii, Idaho, Louisiana, Massachusetts, Mississippi, North Carolina, South Carolina, Tennessee, Texas, Utah, Vermont, Washington and West Virginia.

The state OCDs are known by various names: offices of child advocacy, of early childhood development, of early childhood education and so on. What is the common element that causes them to be considered state offices of child development?

This common denominator and the basic function of state OCDs is that each serves as a mechanism within the state to help provide for the planning and coordination necessary for an adequate delivery of services -- health, social welfare, education and so forth -- to young children and their families. Every state offers an assortment of such services through a variety of agencies: immunization and other health department programs; public education, including special education; and child and family services within welfare departments.

These services are sometimes offered in cooperation with federal or local agencies, or both; sometimes the responsibility for them rests entirely with the state. The state OCDs work with these various agencies in trying to eliminate overlaps and duplications in services, and to promote their development where none or inadequate services exist.

Child development, and, consequently, the state OCDs, encompasses all those elements that influence a young person's life to affect the adult he will become. Such concerns as health, education, socializa-

tion, nutrition and housing and environmental factors, to name a few, play definite, if not always easily recognized roles in shaping young lives.

Significantly, these elements are in operation prenatally so that another fundamental concern of the state OCD is to aid in strengthening the family unit.

Some Activities

Because of these basic objectives, the state offices engage in a variety of activities. Many OCDs are designed to advocate for young children and their families; that is, they seek to determine needs and then to promote the resolution of those needs. Some are concerned with the expansion or development of services where a need for such is shown.

The OCDs are directly or indirectly involved in such activities as pilot or demonstration projects relative to young children, pertinent research and data collection, parent training and the development of comprehensive state plans to facilitate the provision of children's services.

How the various state offices of child devlopment work to achieve these goals differs, of course, from office to office. So, too, will the areas of emphasis vary.

Some particular methods of action include: (1) public information programs, utilizing educational television and local media; (2) promotion of health and developmental screening by determining, then advertising the need for such screening; (3) providing technical assistance as necessary; (4) the study of standards (for example, licensing and safety) and making recommendations thereof.

Although the priorities and methods of operation may differ, it can be seen that the overriding concern of the state OCDs is to enhance the delivery of those services designed to meet the needs of young children and their families.

Some Historical Background

The origins of the movement to create state OCDs are obscure. There is no single force or specific event that pinpoints an emerging interest among the states in organizing to make better use of existing resources in child development programs. But a combination of ideas, forces and events can be cited: (1) the social legislation of the mid-60's, particularly the Head Start program; (2) the steadily increasing number of working mothers, yielding a similarly increased need for day care services; (3) the creation of the federal Office of Child Development (1969); (4) the 1970 White House Conference on Children and Youth; and (5) the initiation of the federal Community Coordinated Child Care (4-C) program.

These factors contributed to the development of a focus on the early childhood years in ongoing efforts at the state level to reorganize existing governmental structures and administrative procedures. As a result, a momentum developed across the country to create state offices of child development.

Funding of child development programs by the joint federal-state partnership -- the Appalachian Regional Commission (ARC) -- has been one of the major influences in the movement to create state offices of child development. Taking advantage of ARC funds made available for planning, several Appalachia states created, through executive action, interagency committees for child development.

Largely because of the ARC program and because of the leadership of incumbent governors, the southeastern states were the focal point of the budding state OCD movement. Activities in these states helped to create interest in other states, providing impetus for action by serving as specific models of state planning and coordination in early childhood.

The Challenges

Any newly established state OCD is confronted with a number of challenges and responsibilities that result from the functions it is expected to assume. Effective *planning* and *coordination* require a knowledge and understanding of currently available programs and services and an ability to identify major unmet needs.

Most OCDs must be concerned with obtaining necessary monies and with the continuance of adequate funding. This essential concern requires the state OCD to establish and maintain a cooperative working relationship with the legislature and the governor's office.

It is not enough to fulfill mandated functions -- it is necessary to keep the governor and the legislature informed of the progress that has been made in meeting those mandates. When, as in Fall 1974, there is a large turnover of elected officials, it becomes necessary for all state agencies -- including the OCDs -- to inform new arrivals of their purposes and functions as well as to adapt to the new political realities that confront them.

How Are State OCDs Succeeding?

Because of the momentum toward coordination and planning for early childhood at the state level, 17 state OCDs were established within a five-year period (1969-1974). Officials in existing state

agencies were often surprised at the presence of the fledgling offices and, quite frequently, they were concerned about the implications for their own programs and priorities.

Most of the new offices were established by governors and/or state legislatures. They were often provided with very limited funding, little or no authority and a limited period of time to meet their legal mandates. The material collected for this report indicates how they were established (including legislation, where pertinent), what resources are being provided and what authority is accorded to them. In many cases, the constraints and limitations imposed have been great; in others, the provisions under which the office was established augured well for its future success.

At the time of the 1974 elections, only one state OCD -- the Florida office -- had failed to receive continuation funding from the state legislature. After the elections, and in part due to the heavy turnover of elected officials with its resultant shifting of priorities, two more state offices of child development failed to receive funding in the 1975 legislative sessions, and have ceased operations (Arkansas and Washington).

It should be noted, however, that this same combination of political events has resulted in an increased interest in other states in creating a state OCD.

As the information in this report indicates, state OCDs have been, in many cases, vital and effective agents for change and improvement. Given the difficulties involved, however, it is perhaps not surprising that three offices out of the 17 did not survive. And it is noteworthy that other states have succeeded beyond the expecta-

tions of the officials who created them, the agencies and individuals that have increasingly come to depend on them, and in some cases, the state OCD directors themselves.

Looking Ahead

Neither the successes nor the failures of individual offices provide sufficient information to effectively evaluate the state OCD movement. Some offices may be too new to be evaluated; to date, only the Alaska office has attempted to assess its operations.

It is anticipated that a systematic evaluation technique will provide comparative information, thereby improving existing knowledge on how to achieve better state planning and coordination in early childhood services. Much of the trial-and-error approaches of the past five years can then be expected to give way to increasingly purposeful and efficient action. The Early Childhood Project of the Education Commission of the States (ECS) has been actively involved since 1970 in assisting the states in these early efforts, and it will be increasingly concerned with the evaluation process as the most effective way of aiding new state efforts and initiatives.

ALASKA

Name of the office. Office of Child Advocacy

Location. Governor's office. The head of the Office of Child Advocacy reports to the chairperson of the Alaska State Board of Child Advocacy (formerly the State 4-C Board) and the office of the governor.

Method of establishment. By legislation, enacted in 1972.

Contact. Betsey McGuire, Executive Director
Office of Child Advocacy
Pouch AL
Juneau, AK 99811
(907) 465-3585

Staffing. Two; a professional and a secretary. Specialists are used as needed, by contract.

Funding. Fiscal year is from July 1 through June 30. In its first year of operation, the funding level was $55,000, including $30,000 from the Region X OCD and $25,000 under a contract with the Alaska Department of Health and Social Services. The office requested $85,000 in state funds for the fiscal year beginning July 1, 1974. The funding request was approved by the legislature. In September 1974, a Law Enforcement Assistance Administration (LEAA)* grant of $23,000 was awarded to develop local planning mechanisms for children's services as part of the development of standards and goals for the prevention of juvenile delinquency by community involvement. The level of funding for 1975-76 is $76,800.

Basic functions. The office has four basic functions: (1) to coordinate public and private programs that affect children, birth to 18 years of age; (2) to identify, coordinate and develop a comprehensive state plan; (3) to provide leadership in recommending legislative changes; and (4) to develop guidelines to improve children's services.

*LEAA - A federal agency within the Department of Justice established in June 1968 "to assist State and local governments to reduce crime." (See United States Government Manual 1974/75, Washington D.C.: U.S. Government Printing Office. Revised July 1, 1974.), p. 315.

Relationship to other state agencies. The function of the office is one of coordination. It does not operate or administer programs, but is trying to develop awareness of children's needs as well as keeping agencies and departments informed of each other's activities. The office staff is presently chairing a committee of the legislative council to develop a children's code in the state. It also will develop a coordinated comprehensive plan for children, as well as make recommendations to the legislature on laws relating to children.

Advisory groups. The State 4-C Board was designated in the legislation as the board of directors and is now called The Board of Child Advocacy.

Involvement of local groups. There are three local 4-C groups in the state and it is anticipated more will be established in fiscal year 1975.

Comments. The legislation creating Alaska's office was enacted in 1972, and funded in late 1973. In April 1975, the office was evaluated by Dr. Preston Bruce, Office of Child Development, Washington, D.C. & Dr. Howard Schrag, Director of Idaho's Institute of Human Development.

As a result of the evaluation, a three and one-half day workshop was held to redefine priorities. A position paper was developed and presented to Governor Hammond, based on the recommendations resulting from the evaluation, as well as those of the Office's Board of Directors and those of the staff. Included in the recommendations was the suggestion that the Office of Child Advocacy move from its location in Anchorage to one in Juneau to better facilitate the planning and coordination process within the governor's office and other state offices and agencies. The Office was moved to Juneau on July 1, 1975.

Publications.

-In Other Words: What About Our Kids in Alaska? April 1974.
-Needs Assessment. July 1974.
-Digest 1974: Studies of Alaska's Children.

A L A S K A

AN ACT

RELATING TO THE OFFICE OF CHILD ADVOCACY; AND PROVIDING FOR AN EFFECTIVE DATE

Section 1. LEGISLATIVE FINDINGS. The legislature finds that

(1) there is a need to build public response to the problems confronting Alaska's population, specifically young people, so that maximum community and human resources are mobilized to provide services for youth and to assure them their full rights as human beings;

(2) there exists a demand within the state for development opportunities for children, and lay and expert opinions hold that the availability of child development experience can be a significant and positive factor in the development of adult personality, talent and character;

(3) too little is known about the optimum type and content of this experience and in fact realizes that there may be no optimum, but rather a need for a variety of programs tailored to fit the needs of children from diverse backgrounds;

(4) because Alaska is geographically remote from major United States population centers where much existing research is in process in the field of child development, it is vital that Alaska provide various diverse models for child development and that there needs to be established a clearinghouse for the exchange of information and ideas, and periodic state conferences on child development, and that progress be made toward periodic evaluation of model projects in this field; and

(5) availability of child development programs will permit more parents to participate in the economic life of the community, will thus make available new talent in our economic life, and will relieve some households from a cycle of economic dependency upon government.

Sec. 2. AS 47 is amended by adding a new chapter to read:

CHAPTER 50. OFFICE OF CHILD ADVOCACY.

Sec. 47.50.010. OFFICE OF CHILD ADVOCACY. There is created in the Office of the Governor the Office of Child Advocacy to act as a coordinating body for services for children from prenatal to age 18. The Office of Child Advocacy is administered by a director appointed by the board of directors with the approval of the governor. Staff may be employed in accordance with appropriate budgets.

Sec. 47.50.020. BOARD OF DIRECTORS FOR THE OFFICE OF CHILD ADVOCACY. There is created a board of directors for the Office of Child Advocacy. The board consists of the Alaska State Council on the Coordination of Community Child Care plus four members not more than 18 years of age appointed by the governor for a term of two years each, or until the youthful member attains the age of 19 years.

ALASKA LEGISLATIVE ACT

Sec. 47.50.030. POWERS AND DUTIES OF BOARD AND DIRECTOR. (a) The board of directors for the Office of Child Advocacy shall determine policy and establish program priorities, and shall serve as a child advocacy agency in the state. The board shall

(1) coordinate public and private programs and priorities which affect children and child development;

(2) develop guidelines to improve children and child development services throughout the state, including the development of program standards, training for paraprofessionals and professional personnel and monitoring and evaluation procedures;

(3) assist local communities in the initiation of child development programs including information about pertinent legislation and funding and consultant resources;

(4) identify, coordinate and develop a comprehensive plan for the use of public and private resources, including the services of volunteers;

(5) provide leadership in recommending legislative change which affects the provision of children and child development services; review existing state policies as they relate to, and affect the legal status and well-being of children;

(6) develop innovative approaches for involving parent-consumers on both the state and local level in program planning and policy making.

(b) The director shall carry out the policies and programs set out by the board of directors.

Sec. 47.50.040. COMPENSATION AND EXPENSES. Members of the board of directors for the Office of Child Advocacy receive no salary but are entitled to per diem and travel expenses authorized by law for other boards and commissions.

Sec. 47.50.050. DEPARTMENTS TO ASSIST OFFICE OF CHILD ADVOCACY. The Department of Health and Social Services, the Department of Education, the Department of Labor and all other departments and agencies of the state which have programs or services pertaining to children shall cooperate with the Office of Child Advocacy and shall furnish technical assistance and personnel, if available, upon request.

Permitted to become law without signature: July 6, 1972
Actual effective date: July 1, 1972

ARKANSAS

Name of the office. Office of Early Childhood Planning

Location. State Department of Education. The head of the office reported to the associate director in charge of federal programs.

Contact. Bertram Wakeley, Director
Department of Planning
Governor's Office
State Capitol Building
Little Rock, AR 72202
(501) 371-2311

The Office of Early Childhood Planning was closed June 30, 1975 as the 1975 session of the legislature did not appropriate any funds to continue its operation. The information contained in this report pertained to the status of the office while it was in operation. Arkansas has received a $10,000 grant from the federal Office of Child Development, however, for a six-month study on the status of early childhood, and Governor David Pryor has listed early childhood as one of his top priorities.

Staffing. A staff of 11, including four professionals, three secretaries and four consultants. Of the professionals, two were assigned to the Office of Child Development (OCD). The secretarial staff was similarly assigned, two to the Office of Early Childhood Planning and one to OCD.

Method of establishment. By executive order of Governor Dale Bumpers, July 1, 1973. An Office of Child Development was established by executive order in 1969 and was in the governor's office until 1971, then in the Department of Social and Rehabilitative Services until 1973 when it was assigned to the Office of Early Childhood Planning. A proposal to merge the two offices was considered at the 1975 legislative session.

Funding. Fiscal year was from July 1 through June 30. The level of funding for 1974-75 was $311,000. The funding was from the governor's contingency fund, legislative funding, OCD, Title IV-A, Follow Through and foundation funds. The budget request for the 1975-76 fiscal year was $127,000.

Basic functions. There were four: (1) to coordinate services and programs for young children, (2) to keep data on young children current and available, (3) to serve as an advocate for children through information and dissemination and (4) to furnish and staff parent training centers.

Relationship to other state agencies. Since it involved the combination of two offices in different agencies, administrative coordination had been carried out, as had a more informal kind of coordination through committees and councils. The office had no authority other than the A-95 review of federally funded programs to review budgets and make recommendations to other state agencies involved in early childhood programs, and it did not operate or administer programs. The office was developing a system of regional councils which would have fed in information to a major state council composed of citizens and parents.

Advisory groups. The office worked with two advisory groups: the Interagency Council on Early Childhood Planning and the state Early Childhood Training Advisory Council.

Involvement of local groups. Eight regional committees for children had been organized through a series of planning forums.

Comments. Coordination was the greatest need, because of the fragmentation of early childhood programs. The office had concentrated its efforts on reducing this fragmentation, particularly in the area of training for both staff and parents.

Publications.

-About Children: Assessment of the Needs of Young Children in Arkansas, 1974.
-Summary of Needs, 1974.
-About Children: Childrens' Services Directory, 1974.
-A Survey of Coordination and Continuity in the Public Schools, 1973.
-Results of the Early Childhood Leadership Forums, 1974.
-A Comprehensive Early Childhood Plan for Arkansas, 1974.

A R K A N S A S

PROCLAMATION

WHEREAS, the education process is of great importance to the future of the citizens and the State of Arkansas, and

WHEREAS, Early Childhood Education and Development better prepares the children in the State of Arkansas to make full use of the educational opportunities made available to them by the State of Arkansas, and,

WHEREAS, the State of Arkansas has endeavored to provide Early Childhood Education and Development for the children in the State, and,

WHEREAS, Early Childhood Education and Development can provide full impact only if a comprehensive State plan is developed in advance of implementation and if the State programs are properly coordinated with federal programs available at this time or programs that may become available in the future;

NOW, THEREFORE, I, Dale Bumpers, Governor of the State of Arkansas, acting under the authority vested in me by Act 893 of 1973, do hereby declare an emergency to exist and do hereby set aside the sum of $36,000 for the purpose of developing a Comprehensive Early Childhood Education and Development State Plan and for the coordination of Early Childhood Education and Development programs within the State. The disbursing officer of the Department of Education shall be the disbursing officer for the appropriation set aside by this proclamation. (Dated and Signed July 3, 1973)

CALIFORNIA

Name of the office. Early Childhood Education

Location. In Education Department. The administrator reports to the Deputy Superintendent for the Education Program.

Method of establishment. Reorganization within the Department of Education providing for three age-span categories: early childhood education, intermediate and secondary/adult.

Contact. H. Glenn Davis, Associate Superintendent
of Public Instruction
Early Childhood Education/Elementary
State Department of Education
721 Capitol Mall
Sacramento, CA 95814
(916) 322-2553

Staffing. The Early Childhood Education administrator's staff includes two professionals and two secretarial positions. The Early Childhood Education Management Team currently operates with a staff of 29 professionals and eight secretarial personnel. The Child Development Support Unit, which administers preschool and child care programs, has a total staff of 83.

Funding. Fiscal year is July 1 through June 30. The level of funding for 1975-76 is $60 million for early childhood education, from state appropriations. The Child Development Support Unit has additional state and federal funds for child care and preschool of more than $99 million.

Basic functions. The office is responsible for preschool and child care and for implementing legislation that calls for local school districts to restructure K-3 programs and involve parents, teachers and the community in the process.

Relationship to other state agencies. Funding for a full range of child development programs is largely within the state Department of Education, although these programs have required contracting with other state agen-

cies in the past. This has been done cooperatively, but there have been some difficulties, depending upon changing attitudes of the administration and frequent changes in federal regulations. An Office of Educational Liaison was established within the Health and Welfare Agency to expedite and facilitate these contractual relationships. The Office of Educational Liaison does not directly administer any of the programs.

Advisory groups. The associate superintendent for Early Childhood Education works with the Governor's Advisory Committee on Child Development and provides staff service to the committee.

Involvement of local groups. Participation of parents and community is required in district and local advisory committees.

Comments. California has had the equivalent of an office of child development in the state Department of Education since before the federal thrust. The community coordinated child care (4-C) philosophy has been followed since 1966 at the state level and encouraged at the local level, before the federal 4-C program concept was launched. The governor, throughout this period, was generally supportive and gubernatorial support is still evident. The legislature has a high degree of interest and commitment to child development and early childhood education. In January 1972, the California Assembly enacted legislation (AB 99) which, in part, designated the state Department of Education "... as the single state agency responsible for the promotion, development and provision of care of children ..."

Publications.

- Report of the Task Force on Early Childhood Education
- The Early Childhood Education Proposal
- Policies for Early Childhood Education
- Program Implementation Recommendations
- Early Childhood Education - Parents...You Are A Part of the Plan
- Guidelines for Child Development Programs
- Early Childhood Education -- The First Evaluation Report: 1973-74
- Early Childhood Education in Action -- The Second Year

FLORIDA

Name of the office. Office of Early Childhood Development

Location. Office of the governor. The director reported to the senior executive assistant to the governor.

Method of establishment. By legislation, enacted in 1972.

Contact. The Office of Early Childhood Development was closed June 30, 1974. The information contained in this report pertained to the status of the office while it was in operation.

Staffing. A staff of four, including three professionals and one secretary. One additional staff position, a secretary, was planned.

Funding. The fiscal year was July 1 through June 30. The level of of funding was $113,603 in state funds. The budget request for the 1974-75 fiscal year was $116,619. The request was denied and the office closed.

Basic functions. Plan, promote and coordinate programs and services for children under age 8 and their families.

Relationship to other state agencies. Although the legislation creating the office gave it broad statutory authority in the area of budgets and programs for services to children and their families, the office had not attempted to exercise that authority. Instead, a cooperative approach was taken and resulted in the establishment of good working relationships.

Advisory groups. The office worked with a Coordinating Council on Early Childhood Development.

Involvement of local groups. Nineteen of the 35 members of the coordinating council represented volunteer or professional groups. In addition, the office worked with a variety of groups on a county and local level.

Comments. After two years of existence, the office appeared to be making good progress toward establishing itself as a viable entity within state government, and toward being accepted as a planning and coordinating mechanism.

The 1974 session of the legislature, however, refused to appropriate any funds to continue its operation. The office ceased to function at the end of the fiscal year, June 30, 1974. Even though the legislation creating the office was not repealed, the legislature's failure to appropriate funds had that effect.

Section 1. Short title.--This act shall be known and may be cited as the early childhood and family development act of 1972.

Section 2. Legislative finding; intent.--The legislature finds and declares that the early childhood years are crucial to the mental, physical and emotional development of children, and that the experiences of the early childhood years are highly significant with respect to later development, including educational and vocational success. The legislature further recognizes the primary role and responsibility of the family for the development of children and the importance of strengthening the family members' ability to foster the development of young children. It shall be the policy of the state to cooperate with private groups and governmental agencies to encourage and assist families in the provision of an environment for young children suitable to their full development.

Section 3. Definitions.--As used in this act:

(1) "Early Childhood" means that period of life in which a child's intellectual, social, emotional, physical and mental qualities are in the formative stage and in which the foundation for his future development is made. Within this definition, principle emphasis shall be given to the years between three and eight.

(2) "Office" means the office of early childhood development.

(3) "Commissioner" means the state commissioner of education.

(4) "School board" means the governing body of each school district.

(5) "Councils" means advisory councils for early childhood development authorized by this act.

(6) "District" means school district.

(7) "Client" means anyone who will directly benefit from or receive early childhood services authorized under this act.

Section 4. Responsibility for early childhood development programs.--

(1) Legislative intent.--The legislature finds that there are numerous state and federal programs for young children. This myriad of programs cuts across several state and local agencies, which results in overlapping programs, duplication of effort, confusion, and reduced benefits to children. These uncoordinated programs fail to give adequate attention to the role of other family members in the development of young children. Under this system, the needs of young children are not given

the attention or priority they require and deserve. Therefore, the legislature finds that responsibility for the promotion, planning, coordination, and administration of early childhood programs should be placed in an office of early childhood development.

(2) Creation of an office of early childhood development.--An office of early childhood development shall be established within the office of the governor. The governor shall appoint a director of the office of early childhood development.

The duties of the office shall be:

(a) To formulate a long-range, comprehensive plan for early childhood and family development;

(b) To establish priorities for implementation of the comprehensive plan;

(c) To take responsibility for the administration of all programs so as to take maximum advantage of all federal funds;

(d) To promote, develop, establish, coordinate and conduct through the office or any approved agency, public or private, unified programs relating to early childhood development;

(e) To submit all applications to federal or state agencies for funds, services or commodities relating to early childhood development;

(f) To evaluate all programs receiving federal or state funds, services or commodities as to their effectiveness in terms of the results achieved;

(g) To conduct, sponsor or promote research in the field of early childhood development, with emphasis on the early diagnosis, treatment or prevention of later disabilities;

(h) To promulgate rules and regulations for implementation of the authority and responsibilities within this section.

(3) Advisory councils.--Advisory councils for early childhood development programs shall be established, and their memberships designated, by the office in accordance with the requirements of federal law or administrative regulations, or state law or state law or administrative regulations, as the case may be. Members of advisory councils shall be entitled to receive per diem and expenses for travel while carrying out official business of the council. Such expenses shall be paid in

accordance with the provisions of section 112.061. Florida Statutes.

Section 5. Early childhood development personnel training program.--

(1) Pursuant to such policies and regulations as the department of education may adopt, any school board, college, junior college, vocational-technical school, or group whose program of early childhood development has been approved by the office may submit a proposal to the department of education for a program for the training of personnel in early childhood development. Such proposal shall contain: an itemized estimate of cost; the estimated membership and type of participants; a description of the course of training or study and the methods and materials to be used; a program goal or goals and a method of assessment or program success; and a method of financial support, including sources of funding, a definition of the sponsor's role and duties, supported by resolution or other document indicating intent to support such a program of training; and such other items as the department of education may prescribe.

(2) After review of such proposals by the office, the department of education may make grants under such procedures as it may prescribe in support of such proposals.

(3) Upon request of any body competent to make proposals under subsection (1) above, the department of education may provide such technical advice as is necessary to enable the body to develop a suitable proposal.

(4) In cooperation with the office, the department of education shall develop or obtain training materials, curriculum, and teaching formats for training persons in early childhood development. Such courses will be designed for:

(a) professionals in childhood development to train them in early childhood education;

(b) para-professionals, who are to work with programs in early childhood development but are not full-time, or lack professional training and skills or lack experience with early childhood education; including members of the community who volunteer to work with early childhood development;

(c) members of a family with young children.

(5) The department of education shall make such materials available to persons wishing to conduct training programs under this act.

(6) Such courses and materials referred to in subsections 1, 2, and 4 above shall take a comprehensive view of child development including educational, social, health, nutritional, psychological and community involvement training.

(7) The policies and regulations adopted by the department of education pursuant to this section shall be coordinated with the office.

Section 6. Educational broadcasting for early childhood development.--

(1) It shall be the responsibility of the department of education to encourage public broadcasting programming in the areas of early childhood development. Such programming shall be directed to include both the child and his family members. Materials in these areas may be acquired by lease, purchase, or production.

(2) It shall be the responsibility of the department of education to encourage commercial television broadcasting to offer such programming in areas of the state where public television broadcasting is not available.

(3) The department of education shall encourage public and private television broadcasting to offer such programs at a time which will attract the largest audience of those for whom the program has been developed.

(4) The department of education shall coordinate such programs with the office.

Section 8. The office, as a part of the early childhood program established in section 4 shall make an annual report to the president of the senate, the speaker of the house, and the chairman of the senate and house committees so designated by the president of the senate and the speaker of the house. The report shall contain: an appraisal of all programs in early childhood development, as to their effectiveness, efficiency, and utilization of resources. The office shall make recommendations as it deems appropriate, including recommendations for improved coordination. Where another state agency is required to report on a program of early childhood development, the report of such agency shall be included in the report of the office.

Section 9. There is hereby appropriated from the general revenue fund the sum of forty-three thousand one hundred and twenty-seven dollars ($43,127) to the office of early childhood development in the office of the governor, to be used to carry out the purposes of this act.

Section 10. The department of administration is authorized to transfer such appropriations and related positions as is necessary to effectuate the purposes of this act to the office of early childhood development from any department under the direct supervision of the governor. Upon approval of the administration commission, the

department of administration may transfer such appropriations and related positions as is necessary to effectuate the purposes of this act to the office of early childhood development from any other department.

Section 11. Severability.--If any section, sentence, clause, phrase or word of this act is for any reason held or declared to be invalid, such holding or invalidity shall not affect the remaining portions of this act.

Section 12. This act shall take effect July 1, 1972.

HAWAII

Name of the office. State 4-C Committee

Location. A mandated subcommittee of the Commission on Children and Youth, office of the governor. The head of the office reports to the governor through the State 4-C Committee and, sometimes, the Commission on Children and Youth.

Method of establishment. By legislation enacted in May 1973.

Contact. Al Sing, Chairman
State 4-C Committee
Office of the Governor
State Capitol
Honolulu, HI 96802
(808) 548-2985

Duke Yoon
State 4-C Committee
P.O. Box 3044
Honolulu, HI 96802
(808) 548-7582

Staffing. The current staff includes one professional and one secretary. The professional staff member has been hired on a one-year contract.

Funding. Fiscal year is July 1 through June 30. Funding for fiscal year 1976 activities is included in the budget of the Commission on Children and Youth. It consists, primarily, of the salaries attached to the two positions described above under "staffing." The source of funding is 75 percent federal, 25 percent state. At the 1974 legislative session $38,363 was appropriated for the next fiscal year to match federal funds or for use as seed money.

Basic functions. To develop a comprehensive state plan for presentation to the legislature; to develop a systems approach to comprehensive, coordinated planning and delivery of child development services for children, birth through 12 years of age; to promote maximum utilization of existing facilities, services and fiscal resources of federal, state, county and private resources.

Relationship to other state agencies. The agency does have some authority over those parts of the budget of other state agencies related to children's services, but not routinely -- problems are normally called to the governor's attention, with recommendations. The office does not operate or administer programs directly, but does organize and facilitate systems for more effective service delivery. The office has worked to achieve coordination through advice to the governor and through the use of diplomacy and negotiation.

Advisory Groups. The office is operated by the State 4-C and works with a network of represented organizations.

Involvement of local groups. Local groups are extensively involved in the work of the office.

Comments. The office has been doing something of everything the legislation mandates. However, in January 1975, the legislature provided funding for one professional person and one secretary to develop a comprehensive state plan for early childhood. The plan is to be submitted to the legislature at its next session as the basis for assessing Hawaii's early childhood programs and for determining the most appropriate mechanism for planning and coordinating those programs.

Publications.

-Child Care Planning Project, 1973-74.

Vol. I	-	Comprehensive Plan
Vol. II	-	Information System
Vol. III	-	Cost Analyses, Center Survey
Vol. IV	-	Feasibility Studies, Family Home and After School Systems
Vol. V, VI	-	Component Analyses
Vol. VII	-	Community Survey

-State 4-C Policy and Procedural Handbook

H A W A I I

ACT 209 - 73

Section 1. Purpose and findings. The legislature finds that:

(1) Research in recent years has revealed that the years between birth and six are critical to a child's life since they are the formative years.

(2) The pre-school years of a child are of such crucial importance that it places an enormous responsibility on each family to provide for an intellectually and socially stimulating environment in which the child may have the opportunity to develop to his fullest potential.

(3) In today's society, social, economic and psychological exigencies placed on the family may result in fragmentation, discord, deprivation, as well as social and economic frustration, which may lead to an inability on the part of the family to provide full educational and developmental opportunities for the child.

(4) Services to families and children are likewise fragmented due to the lack of a systems approach to data gathering, planning, and delivery of services in child development that includes related family services.

(5) Presently, there is a nationwide shortage of sound educational and developmental child care services for all pre-school children with particular reference but not limited to the culturally disadvantaged child.

(6) Nationally, the growing number of women, even those with young children, who seek employment outside the home are contributing to the problem of child care, such that the number of licensed available spaces for child care is 640,000 while the number of pre-school children whose mothers work part-time or full-time is now estimated at five million. For the State of Hawaii there are presently some 8,000 spaces available in licensed day care centers for a pre-school population of 70,811 established by the 1970 census survey.

(7) The State of Hawaii has the highest percentage of women in the labor force in the nation as well as the highest percentage of working mothers in the nation.

(8) Data compiled in recent years on arrangements made by parents on their own for their children revealed a number of children being cared for by siblings only a few years older; a number of children on their own with or without keys to their homes; with the rest either in day care centers or in homes of friends and relatives.

In view of these facts, the legislature finds that there is a crucial and definite need to assist the family, especially the family with

working mothers or the family in a culturally deprived socio-economic environment, in the educational and social development of the child during the critically important pre-school years. The legislature further finds that it is within their concern and responsibility to provide the best opportunities for the children of the State to develop their fullest potential, thereby contributing to the total well-being of the State. Further, the legislature finds child care programs, properly planned and structured, can effectively assist in meeting some of the needs of pre-school children which the family may be unable to provide.

The purpose of this Act is to develop a systems approach to comprehensive, coordinated planning and delivery of child development services for children, birth through age 12, by maximizing the utilization of existing facilities, services, and fiscal resources of federal, state, county, and private sources.

Section 2. Chapter 581, Hawaii Revised Statutes, is amended by adding a new part to be appropriately designated and to read as follows:

"Part . STATEWIDE PLANNING AND SYSTEMS DEVELOPMENT

Sec. 581 - Definitions. As used in this part:

(1) "Childhood" means that period of life from 0-12 in which the child's intellectual, social, emotional, and physical qualities are in the formative stages and in which the foundation for his future development is established.

(2) "Comprehensive childhood development services" includes, but is not limited to, the following program components: physical health services, mental health services, diagnostic services, child care services both in the home and outside, services for handicapped children, parent education, preschool education, social services, and transportation services necessary to make the programs effective and accessible.

(3) "Family services" means those services directed toward the parents or guardians of children which are designed to strengthen the family unit and to assist the parents in providing for sound childhood development.

(4) "Pilot program" includes any program, service, or activity designed to experiment with alternative models of service delivery or models to fill determined service gaps.

(5) "Systems approach" means the necessary structure, process, and procedures which will enable the most efficient and effective utilization of resources to meet the determined objectives.

Sec. 581 - Statewide planning and systems development.
(a) There shall be a statewide planning and systems development

program which shall develop systems for child services in accordance with the following priorities:

(1) Children - birth to 4 years of age;

(2) Children - 5 years to 8 years of age;

(3) Children - 9 years to 12 years of age.

(b) The development of systems for child services delivery shall include:

(1) Determining the support and delivery of needed services including the identification of service gaps which may call for the support of pilot programs as well as the enhancement of existing programs;

(2) Determining how needed resources shall be coordinated to meet local needs; and

(3) Planning the system to permit coordinated delivery of services.

Emphasis shall be on preventative measures designed to provide services which will enable children to develop to the maximum level the physical, mental, and social potentials which they possess, to strengthen to the role of the family as the first and most fundamental influence on child development, and to provide improved services to child development and family services through a coordinated partnership between family, federal, state, county, and private resources.

Sec. 581 - Responsibility for development.

(a) For purposes of comprehensive statewide planning and child development services systems development, the coordinated child care committee shall make policy and enable implementation by negotiating working agreements and policy understandings among its membership.

(b) The coordinated child care committee shall:

(1) Develop a statewide plan to meet children's needs; subject however, to the approval of the commission on children and youth and the governor. Specifically, the committee shall design, develop, and review annually a comprehensive, statewide, community-based program to meet children's needs, which shall be responsive to county and neighborhood needs and priorities;

(2) Establish a comprehensive child development services information system;

(3) Receive from any department, division, board, bureau, commission, or other agency of the State such information as will enable the coordinated child care committee and staff properly to exercise their powers and perform their duties;

(4) Coordinate the delivery of services by agencies operating programs which include components of the State's comprehensive child development and related family services plan;

(5) Provide professional and technical assistance to state and local coordinated child care committees, and consult with agencies and individuals regarding children's services;

(6) Promote and provide for, but not necessarily conduct, the evaluation of all childhood development and related family service programs and facilities pursuant to this part;

(7) Advise the governor on the availability and expenditure of all state and federal funds utilized for child development and related family service programs and facilities pursuant to this part;

(8) Apply for, receive, and administer funds which are, or may become, available under federal programs or from local government or private donors pertaining to child development, including funds for administration, demonstration projects, construction, or acquisition of facilities, training, technical assistance, research, planning and evaluation;

(9) Serve, when applicable, as the sponsoring state agency for child and family programs which are, or may be, instituted by the federal government;

(10) Establish criteria and recommend standards for approval of local public and private programs and facilities for comprehensive early childhood development and family services;

(11) Develop a program to inform the public concerning comprehensive child development and related family services;

(12) Assist children and their parents or guardians in obtaining the assistance and services which the child needs and which are provided by state and local agencies."

SECTION 3. Section 581 - 2, Hawaii Revised Statutes, is amended to read as follows:

"Sec. 581 - 2 Duties of the commission; reports. (a) the commission on children and youth shall form two subcommittees to serve:

(1) Children from birth through age twelve to be known as the coordinated child care committe; and

(2) Youths from ages thirteen through twenty-four, to be known as the action committee for youth adults.

(b) The commission shall:

(1) Study the facts concerning the needs of children and youth in the State through action research studies, such research to be carried on whenever possible through the departments or agencies of the state and county governments responsible for providing services to children and youth. When such research cannot be done within such established agencies, it shall be carried out by public or private organizations capable of conducting action research, or the commission may recommend action research studies to its subcommittees.

(2) Review legislation pertaining to children and youth and appropriations made for services in their behalf in such fields as health, child development, social service, education, recreation, child labor, family courts, probation and parole service, and detention and correctional facilities, and consider and present revisions and additions needed and report to the governor and to the legislature regarding such legislation.

(3) Appraise the availability, adequacy, and accessibility of all services for children and youth within the State.

(4) Ascertain the facts concerning the operations and the operating policies, affecting children and youth, of all state and county departments and agencies responsible for providing services for children and youth, including, without limitation to the generality of the foregoing, the department of health, the department of social services and housing, the department of education, the department of labor and industrial relations, the police departments, the family and other courts and the probation departments and detention facilities thereof, and, report such facts and the commission's recommendations to the governor and to the legislature. The executive heads of all such departments and agencies shall make available to the commission such information as the commission deems necessary for the effective discharge of its duties under this chapter.

(5) Maintain contacts with local, state, and federal officials and agencies concerned with planning for children and youth.

(6) Encourage and foster local community action in behalf of children and youth through the local county committees.

(7) Promote plans and programs for prevention and control of juvenile delinquency and conducive to child development.

(8) Cooperate with the national commission on children and youth and arrange for the participation by representatives of the State in the decennial White House Conference on children and youth.

(c) The subcommittees shall:

(1) Sponsor, stimulate, organize, and, if necessary, conduct action research and demonstration projects in support of child and youth development and prevention and control of juvenile delinquency.

(2) Develop plans and integrate planning for services and programs, relative to children and young adults.

(3) Coordinate and mobilize resources, both public and private, which address problems and enhance opportunities for children and young adults."

IDAHO

Name of the office. Institute of Human Development. (Formerly, the Office of Child Development.)

Location. Executive Office of the Governor. The director reports to the Bureau of Management Chief.

Method of establishment. By executive order of Governor Cecil D. Andrus, November 15, 1971. Through executive direction and legislation, the office was expanded, in July 1974, into the Institute of Human Development.

Contact. Howard Schrag, Director
Institute of Human Development
Bureau of Management
Statehouse, Annex 3
Boise, ID 83720
(208) 384-3515

Staffing. A staff of four professionals. No additional staff positions are anticipated.

Funding. The fiscal year is July 1 through June 30. The fiscal 1975-76 level of funding is $70,000 from federal funds.

Basic functions. These include developing a Management Information System designed to: (1) inventory services available to all people in the state; (2) identify gaps and duplications of services; (3) develop a comprehensive planning system to eliminate duplication; (4) make an extensive fiscal evaluation of state and federal programming funds; and (5) develop policy and program priorities.

Relationship to other state agencies. The relationship is a cooperative one. The Idaho Institute of Human Development (IIHD) advises the governor concerning program priorities involving budgets of other state agencies providing human services. The IIHD does not operate or administer programs.

Advisory groups. No advisory groups are associated with the Institute.

Comments. The major work of the Office of Child Development was to design and conduct major statewide studies to develop the data base essential to further planning and policy decisions. The office had strong support from the governor.

By June 30, 1974 the office had successfully surveyed children's needs, inventoried services available to children, and developed a comprehensive implementation plan designed to eliminate duplication and provide programs to fill existing gaps.

Because of the success of this effort, Governor Cecil Andrus broadened the scope of the research functions that were carried on by the Office of Child Development to include all human services programs. Effective July 1, an Institute of Human Development was created in the governor's office, charged with responsibility for applied research, social policy recommendations and planning. A Human Resources and Development Council will be advisory to the Institute. Operational programs involving children's services -- including Head Start, Titles IV-A and IV-B and child development centers -- were transferred to the Department of Health and Welfare.

Publications.

-The Prenatal, Perinatal and Postnatal Status of Children in Idaho, Vol. I, 1973
-The Status of Young Children in Idaho, Vol. II, 1974
-The Status of Young Minority Children in Idaho, Vol. III, 1974
-Growing Up in Idaho: The Needs of Young Children, 1973

I D A H O

EXECUTIVE ORDER

No. 71 - 24

WHEREAS, the children of the State of Idaho are our most valuable resource; and

WHEREAS, there are presently many public and private programs in existence to assist the basic family unit in providing better opportunities for children; and

WHEREAS, there are, admittedly, many gaps in available services as well as some unnecessary duplication; and

WHEREAS, better planning, program coordination and program development is needed to make available the best services possible for our children; and

WHEREAS, Federal funds have been made available to the State of Idaho to assist the State in an early childhood program;

NOW, THEREFORE, I, CECIL D. ANDRUS, Governor of the State of Idaho, by the authority vested in me by law, do hereby order the creation of the STATE OFFICE OF CHILD DEVELOPMENT in the Governor's Office in the State of Idaho.

The State Office of Child Development is hereby charged with the responsibility of inventorying all services available to children ages zero to six in the State. It is further charged with the responsibility of identifying gaps and duplications of services. It is charged with the responsibility of developing a comprehensive implementation plan to eliminate duplication and provide needed programs to fill existing service gaps. In doing so it shall make an extensive fiscal evaluation of state and federal programming funds and develop program implementation priorities. It shall also assist in establishment of local community coordinated child care councils. In performing these various functions the office shall call upon local community coordinated child care councils for counsel and guidance especially in the area of establishing implementation priorities. The office, in performing its functions will be guided in its approach by the philosophy of making services available to and supportive of the basic family unit.

In issuing this order, I call upon all applicable State agencies to cooperate with and assist this office in achieving its previously stated duties. (Dated and Signed November 15, 1971)

LOUISIANA

Name of the office. Bureau of Early Childhood Development

Location. State Department of Education. The director reports to the state superintendent of public instruction and to the governor.

Method of establishment. By executive order of Governor Edwin Edwards, February 20, 1973.

Contact. Betty B. Blaize, Director
Bureau of Early Childhood Development
Department of Education
P.O. Box 44064
Baton Rouge, LA 70804
(504) 389-6921

Staffing. Currently, a staff of 12. Includes eight full-time professionals, four full-time secretaries and one part-time secretary. In addition, six graduate (Louisiana State University) and two undergraduate (Southern University) students are placed in the agency during the school year as part of their professional field training.

Funding. Fiscal year, July 1 through June 30. The bureau currently receives a total of $30,000 in services from the state department of education, the Louisiana Office of Economic Opportunity and the Louisiana Health and Social and Rehabilitation Services Administration (LHSRSA). There was also a $40,000 federal OCD grant for one year. The Bureau's budget request for the 1974-75 fiscal year was $485,950. The legislature appropriated $75,000 in state funds to be used in matching Title IV-A funds. The Bureau also has $450,000 for a three-year program for a child protection center, and a $10,000 technical and training assistance grant from the Region VI Office of Human Development. For fiscal year 1975-76, the Bureau expects $137,000 state dollars, $411,000 Title IV-A matching funds, $4,300 for Foster Parents and a $39,907 federal OCD grant for one year.

Basic functions. The Bureau plans for more and better services for

children, attempting to coordinate interagency goals and objectives related to children and funding for direct and indirect children's programs, while advocating unity for children and those who serve children. The Bureau has three pilot demonstration projects for which it is responsible: (1) Child Abuse, (2) Exploring Childhood and (3) Training of Day Care personnel.

Relationship to other state agencies. It is a planning and coordinating function, as noted. The Bureau itself does not operate or administer programs. In budgetary matters relating to children's services, the Bureau sometimes makes recommendations to other agencies.

Advisory groups. The Bureau works with two advisory groups: the State 4-C Policy Board and the Louisiana Health and Human Resources Administration Advisory Board. The Bureau also works with the Head Start Training and Technical Assistance/Parent Committee. Members of the State 4-C Policy Board represent statewide organizations of consumers, providers and supporters of children's services and are elected to the Board on a yearly basis. Five major state agencies represent the Executive Committee of the Board: State Department of Education, State Department of Agriculture, State Department of Employment Security, Community Services Organization and the Louisiana Health and Human Resources Administration.

Involvement of local groups. Eight local 4-C groups have organized and approximately 20 others are in the planning stage. The Bureau also works with local communities in helping to establish local children's councils.

Comments. In the governor's executive order, the Bureau was given broad authority to plan and coordinate services. However, the Bureau has not assumed all of the authority granted it, especially in the area of fiscal powers. Instead, it has sought to achieve the voluntary cooperation of other state agencies involved in children's services and has been able to establish an effective working relationship with other agencies in this way.

Publications. Plans are to publish a Quarterly Report (newsletter) on all Early Childhood Development and 4-C activities.

L O U I S I A N A

EXECUTIVE ORDER

No. 29

WHEREAS, it is the duty and responsibility of State government to provide for all of its citizens the best possible opportunities for the achievement of a satisfying life and the full realization of all potential, without regard to the economic, cultural, and ethnic background of any individual, and

WHEREAS, there is significant agreement among educators, psychologists and other specialists that the quality of life during the first five or six years are of crucial importance to the future growth and development of an individual, and

WHEREAS, there has been demonstrated to me an increasing need for coordination among the several departments of State government to provide for more efficient delivery of services to improve the quality of the early childhood development and family assistance programs,

NOW, THEREFORE, I, EDWIN EDWARDS, GOVERNOR OF LOUISIANA, by the power and authority vested in me by the Constitution and laws of Louisiana, do hereby create and establish in the State Department of Education the Bureau of Early Childhood Development, to be administered by a Director to be appointed by the State Superintendent of Public Education, which Office shall be the principal agency of this State for the administration and/or coordination of all early childhood development programs.

The Bureau of Early Childhood Development in the State Department of Education shall have the following powers and duties:

(1) To survey, inventory, and evaluate all programs of early childhood development and family assistance presently operative in all State agencies;

(2) To design, develop, and annually review a comprehensive, statewide, community-based plan for the efficient and coordinated delivery of State services to children and their families;

(3) To coordinate and monitor the delivery of services in early childhood development programs which are included in the comprehensive early childhood development and family assistance plan;

(4) To provide for the evaluation of all early childhood development and family service programs and facilities;

(5) To provide leadership in the present and future development, improvement and coordination of early childhood development and family assistance programs through the design, development and annual update of a comprehensive statewide community-based plan, based on valid needs assessment, and establishing priorities for the expenditure of Federal, State, and local funds for early

childhood development programs and facilities;

(6) To evaluate all existing and proposed child development operational programs, facilities, and planning efforts for conformance to the policy, standards, and priorities in the State Plan required in Item (5) above;

(7) To make recommendations to me and to the Louisiana Legislature for needed statutory reforms in child development and family assistance programs;

(8) To provide technical assistance and leadership to other state agencies and to local governments in the development of early childhood programs, especially all educational programs and programs of education for handicapped children;

(9) To serve, where applicable, as the administering State agency for child development programs which are, or may be, instituted by the Federal government;

(10) To apply for, receive, and administer funds which are, or may become, available under Federal programs pertaining to child development, including funds for administration, demonstration projects, construction or acquisition of facilities, training, technical assistance, planning and evaluation;

(11) To establish and promulgate criteria and minimum standards for approval of local public and private programs and facilities for comprehensive early childhood development and family assistance programs, and to develop criteria for the training and certification of personnel for early childhood development programs;

(12) To develop a system of early diagnosis of children's needs and an effective means of meeting these needs;

(13) To develop a system of parental training and parental involvement in early childhood development and family assistance programs;

(14) To serve as an advocate and promoter of programs to meet the needs of all young children and their families and to stimulate the development of postsecondary and in-service training programs for early childhood development personnel;

(15) To develop and promulgate rules, regulations and guidelines for implementation of an improved delivery system for services to young children and their families;

(16) To provide public records and information, as well as a forum for the discussion of child development programs and problems, for elected officials, public and private agencies, and the general public, and to report to me

annually on the progress of the early childhood development and family assistance programs.

In order to expedite the coordination and development of early childhood and family assistance programs, I do hereby create and establish the State Advisory Council for Early Childhood Development, which shall be under the direct supervision of the State Superintendent of Public Education, and shall be comprised of representatives of the following agencies, to be designated by the heads of said agencies: the Office of Economic Opportunity, the Louisiana Health and Social and Rehabilitation Services Administration, including those divisions thereof responsible for mental health, hospitals, and public welfare programs, the Departments of Labor and Agriculture, and such other agencies as in the judgment of the State Superintendent of Public Education should be represented on the State Advisory Council for Early Childhood Development, and I do direct the agencies involved to cooperate fully in the activities of the Office of Early Childhood Development and the State Advisory Council for Early Childhood Development. The Director of the Bureau of Early Childhood Development shall diligently work for and provide technical assistance for the establishment of regional and local advisory councils for early childhood development which shall be a component of the planning activities of the Bureau. (Dated and Signed February 20, 1973)

EXECUTIVE ORDER No. 39

This Executive Order amends Executive Order No. 29 dated February 20, 1973.

WHEREAS, it is the duty and responsibility of State government to provide for all of its citizens the best possible opportunities for the achievement of a satisfying life and the full realization of all potential, without regard to the economic, cultural, and ethnic background of any individual, and

WHEREAS, there is significant agreement among educators, psychologists and other specialists that the quality of life during the first five or six years are of crucial importance to the future growth and development of an individual, and

WHEREAS, there has been demonstrated to me an increasing need for coordination among the several departments of State government to provide for more efficient delivery of services to improve the quality of the early childhood development and family assistance programs,

NOW, THEREFORE, I, EDWIN EDWARDS, GOVERNOR OF LOUISIANA, by the power and authority vested in me by the Constitution and laws of Louisiana, do hereby create and establish in the State Department of Education the Bureau of Early Childhood Development, to be administered by a Director to be appointed by the State Superintendent of Public Education, which Office shall be the principal agency of this State for the administration and/or coordination of all early childhood development programs.

LOUISIANA EXECUTIVE ORDER

The Bureau of Early Childhood Development in the State Department of Education shall have the following powers and duties:

(1) To survey, inventory, and evaluate all programs of early childhood development and family assistance presently operative in all State agencies;

(2) To design, develop, and annually review a comprehensive, statewide, community-based plan for the efficient and coordinated delivery of State services to children and their families;

(3) To coordinate and monitor the delivery of services in early childhood development programs which are included in the comprehensive early childhood development and family assistance plan;

(4) To provide for the evaluation of all early childhood development and family service programs and facilities;

(5) To provide leadership in the present and future development, improvement and coordination of early childhood development and family assistance programs through the design, development and annual update of a comprehensive statewide community-based plan, based on valid needs assessment, and establishing priorities for the expenditure of Federal, State, and local funds for early childhood development programs and facilities;

(6) To evaluate all existing and proposed child development operational programs, facilities and planning efforts for conformance to the policy, standards, and priorities in the State Plan required in Item (5) above;

(7) To make recommendations to me and to the Louisiana Legislature for needed statutory reforms in child development and family assistance programs;

(8) To provide technical assistance and leadership to other state agencies and to local governments in the development of early childhood programs, especially all educational programs and programs of education for handicapped children;

(9) To serve, where applicable, as the administering State agency for child development programs which are, or may be, instituted by the Federal government;

(10) To apply for, receive, and administer funds which are, or may become, available under Federal programs pertaining to child development, including funds for administration demonstration projects, construction or acquisition of facilities, training, technical assistance, planning and evaluation;

(11) To establish and promulgate criteria and minimum standards for approval of local public and private programs and facilities for comprehensive early childhood development and family assistance programs, and to develop criteria for the training and certification of personnel for early childhood development programs;

(12) To develop a system of early diagnosis of children's needs and an effective means of meeting these needs;

(13) To develop a system of parental training and parental involvement in early childhood development and family assistance programs;

(14) To serve as an advocate and promoter of programs to meet the needs of all young children and their families and to stimulate the development of postsecondary and in-service training programs for early childhood development personnel;

(15) To develop and promulgate rules, regulations and guidelines for implementation of an improved delivery system for services to young children and their families;

(16) To provide public records and information, as well as a forum for the discussion of child development programs and problems, for elected officials, public and private agencies, and the general public, and to report to me annually on the progress of the early childhood development and family assistance programs.

In order to expedite the coordination and development of early childhood and family assistance programs, I do hereby create and establish the State Advisory Council for Early Childhood Development, which shall be under the direct supervision of the State Superintendent of Public Education, and shall be comprised of representatives of the following agencies, to be designated by the heads of said agencies: the Office of Economic Opportunity, the Louisiana Health and Social and Rehabilitation Services Administration, including those divisions thereof responsible for mental health, a representative of the Louisiana Federation of Child Development Centers, Inc., the directors of Commerce and Industry, and such other agencies as in the judgment of the State Superintendent of Public Education should be represented on the State Advisory Council for Early Childhood Development, and I do direct the agencies involved to cooperate fully in the activities of the Office of Early Childhood Development and the State Advisory Council for Early Childhood Development. The Director of the Bureau of Early Childhood Development shall diligently work for and provide technical assistance for the establishment of regional and local advisory councils for early childhood development which shall be a component of the planning activities of the Bureau. (Dated and Signed June 12, 1973)

MASSACHUSETTS

Name of the office. Office for Children.

Location. Within the Executive Office of Human Services, one of 10 secretariats in state government. The director reports to the secretary of Human Services and to the Governor.

Method of establishment. By legislation, enacted in 1972, although the director did not officially take office until January 1, 1973.

Contact. Elton Klibanoff, Director
Office for Children
Executive Office of Human Services
120 Boylston Street, Room 246
Boston, MA 02116
(617) 727-8900

Staffing. A staff of approximately 150, of which two-thirds are professionals. The staff includes VISTAs, legal interns and student interns.

Funding. The fiscal year is July 1 through June 30. The current level of funding is $6.4 million, which includes both state and federal funds.

Basic functions. The office is designed to coordinate, monitor and regulate state services to children. Its aims are to: (1) create a truly comprehensive network of services for children, (2) see that children receive the same rights and benefits as other citizens, (3) develop community-based preventive services critical to strengthening family life, (4) give communities a greater voice in the planning and development of these services and (5) increase the commitment of resources to services for children.

The office is responsible for licensing and approving programs. The office sets operating standards for programs and facilities offering day or residential care to children and for agencies placing children in homes for foster care or adoption. The office also is responsible for inspecting all private and public facilities giving care to children and provides consultation to them.

The office participates in a Project for Children, a cooperative effort of state departments designed to fill gaps between existing services. The office is responsible for providing technical assistance and funds to private groups developing local services that can remove the need for institutionalization.

Another function is that of maintaining an information and referral program designed to advocate for children in need of services and to guide them and their parents to appropriate help.

Relationship to other state agencies. As the coordinating and monitoring agency for children's services, the office has the authority to review and make recommendations on the budgets of other state agencies that administer programs for children. Recommendations are made to the secretary of Human Services and the governor. The office has access to the budget and planning information of any department.

The office does not directly operate children's programs, but does administer money used to purchase services and fund programs for children in local communities.

Advisory groups. The office works with a Statewide Advisory Council. The council is composed of 12 members appointed by the governor, four representatives from secretariats and members from local Councils for Children. Although not required to do so by law, the office has established a working relationship with other groups.

Involvement of local groups. There are 40 Councils for Children being formed throughout the state, with general council membership open to all. Elections among general membership establish provisional boards to put local councils in motion. Board membership must include 51 percent who are parents and consumers with no financial interest in providing children's services.

The local councils review budgets and funding proposals, evaluate and monitor programs, develop information and referral services and make recommendations on needs and priorities. These recommendations form the basis for the policies and priorities of the Office for Children.

Comments. The office has been in operation for two and one-half years, since January 1973. In that relatively short period of time, it appears to be well on the way toward establishing itself as a viable state agency devoted to bringing about a comprehensive, coordinated state system of services to children. The office has achieved this by working closely with line agencies to strengthen their capacity to carry out their own legislative mandates, to develop their own programs, to improve their own management practices and to more effectively coordinate with other agencies.

The office has been actively involved in working with numerous state agencies on a variety of programs and projects involving children's services -- through interagency task forces, an ongoing secretariat-level committee, interdepartmental teams in each of seven regional offices and other methods.

An example of the apparent acceptance of the office's role by other agencies was the development of the Children's Budget, which involved an analysis by the office of the budgets of all state agencies providing children's services. It was the first attempt made by any agency to isolate the amount of money the state spends for services for children and to evaluate it by geographic areas, by types of services and by where service gaps exist.

The analysis included the expenditures of the departments of Public Welfare, Mental Health, Public Health and Youth Services, the Executive Office of Education and the Executive Office of Communities

and Development. The Office for Children worked with these departments in planning expenditures for children's services in the fiscal 1975 and fiscal 1976 budget proposals and organized a Children's Budget that attempted to fill some of the most crucial gaps in the system.

Publications.

-Licensing regulations for child care centers.
-Reports on various programs and activities of the Office for Children
-Children's Services in Massachusetts - A Report - 1974
-Annual Report - 1975

Contact Wendy Kimball, Public Information Officer, Office for Children.

MASSACHUSETTS

1972

S. 1487

AN ACT ESTABLISHING AN OFFICE FOR CHILDREN AND CENTRALIZING THE LICENSING, REGULATION, PLACEMENT AND MONITORING OF DAY CARE, FOSTER CARE AND GROUP CARE SERVICES, CENTERS AND FACILITIES.

Whereas, the deferred operation of this act would tend to defeat its purpose, which is, in part, to remove unnecessary legal barriers to the development of services to children, to improve the quality of services to children and to establish an administrative framework to enable the commonwealth to make maximum use of those federal funds which are now and which may shortly become available for such services, therefore it is hereby declared to be an emergency law, necessary for the immediate preservation of the public convenience.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. The General Laws are hereby amended by inserting after chapter 28 the following chapter:-

CHAPTER 28A

OFFICE FOR CHILDREN

Section 1. It is hereby declared to be the policy of the commonwealth to assure every child a fair and full opportunity to reach his full potential by providing and encouraging services which strengthen family life and support families in their essential function of nurture for a child's physical, social, educational, moral, and spiritual development. Every child shall be entitled to the full protection of the commonwealth. In the absence or inability of parents to provide care and protection for their children, it shall be the responsibility of the commonwealth to assure substitute residential care and protection for every child. The purposes of this chapter are as follows:-

(1) to assure the sound and coordinated development of all services to children;

(2) to assure parents a decisive role in the planning, operation, and evaluation of programs which aid families in the care of children;

(3) to respect and draw upon family values and cultural heritage;

(4) to establish the administrative framework for, and promote the development of day care services in order to provide that such services shall be available in every community for all families which express a need for them;

(5) to assure that family foster care or other residential care is provided only when the family itself or the

resources available to the family are unable to provide the necessary care and protection to insure the rights of any child to sound development; and

(6) to assure that every child shall in all circumstances be protected against all forms of neglect, cruelty, abuse, and exploitation.

Section 2. The following words as used in sections one to eight, inclusive, shall, unless the context otherwise requires, have the following meanings:-

"Child", any person under the age of sixteen or under the age of eighteen if such child is a child with special needs.

"Child with special needs", any child, who because of temporary or permanent disabilities arising from intellectual, sensory, emotional, physical, or environmental factors, or other specific learning disabilities, is inhibited from achieving his full potential.

"Day care services", any public or privately sponsored non-residential programs, which provide for the care of school-age children when not attending school or pre-school children by someone other than members of the child's own family, and which involve and support the child's parents or guardians and are appropriate to the development of the child, including in-home care; homemaker services, family day care homes; group day care homes; day care centers for the full day; part-day preschool programs and nursery schools; private kindergartens; before and after school programs; temporary shelter care programs and programs which offer night care.

"Director", director of the office for children.

"Office", the office for children.

"Services to children", public or privately funded programs which provide developmental, preventive, protective, recreational or rehabilitative services for children including services for children with special needs; day care services; foster care services; residential group homes; services to assist parents in child nurture and family living; summer camps; playground programs; services to children who are found to be subject to neglect, abuse or exploitation; diagnostic, preventive and remedial medical services to children; information and referral services; and legal services to assure the rights of children.

Section 3. There shall be an office for children under the exclusive supervision and control of a director who shall be appointed by the governor, with the advice of the secretary of human services, and who shall serve at the pleasure of the governor. The director shall, at the time of his or her appointment, have substantial professional or administrative experience in a field concerned with children's needs. He shall receive such salary as the governor may determine and shall devote his full time during business hours to the duties of the office. He shall appoint and may remove such assistant directors and such other employees and consultants as he shall deem

necessary to perform the functions of the office. The provisions of chapter thirty-one and sections nine A, nine B and nine D of chapter thirty shall not apply to the director, to such assistant directors as he may appoint, or to such other supervisory positions as he may create.

The office may lease, purchase, hold and dispose of personal and real property. Subject to the approval of the secretary of human services, the director may apply for and accept on behalf of the commonwealth any federal, local or private grants, bequests, gifts or contributions to aid in the financing of any of the programs or policies of the office. Such funds shall be received by the state treasurer on behalf of the commonwealth and deposited in a separate account and shall be expended under the direction of the director, with the approval of the secretary of human services. Federal funds paid as reimbursement to the commonwealth shall be deposited in the general fund.

The office may make agreements with other departments and agencies of the commonwealth and may contract with other persons, including private agencies, to carry out any of the functions and purposes set out in this chapter. The director shall establish standards and procedures governing such agreements and contracts subject to the approval of the secretary of administration.

The director, pursuant to the provisions of chapter thirty A shall make, and from time to time revise, such regulations as may be necessary to carry out the functions set forth in this chapter.

Section 4. The office shall perform the following functions:

(a) serve as an advocate and provide an articulate focus for the needs of children and disseminate information to the public regarding children's services;

(b) promote the development of programs and services to all children emphasizing to programs for children with special needs;

(c) establish regulations for the licensing or approval of day care centers, family day care homes which are not part of family day care systems, family day care systems, foster care which is not supervised and approved by a placement agency, placement agencies, and group care facilities in accordance with the provisions of sections nine to sixteen, inclusive. Licensure or approval of day care centers, and family day care homes and family day care systems shall be done on a regional basis consistent with substate regions as approved by the secretary of administration;

(d) determine the extent and availability of services to children within the commonwealth;

(e) determine the need for services to children within the commonwealth and make recommendations to the appropriate secretaries and to the governor on need priorities;

(f) analyze and evaluate all budget requests for services to children from departments or agencies within all executive offices and make recommendations to the secretary of human services and other appropriate secretaries and the governor regarding coordination and approval of such budget requests;

(g) promote the coordination of programs for services to children in departments and agencies within all executive offices and make recommendations to the appropriate secretaries regarding changes necessary to improve such coordination;

(h) evaluate and monitor programs for children in departments and agencies within the executive office of human services and, by agreement with other executive offices, evaluate and monitor programs for children for which any such executive office has responsibility;

(i) facilitate the development of and, when appropriate, provide for training programs for persons offering services in day care centers, family day care homes, and family foster care as defined in section nine. Such programs shall be developed in coordination with manpower training and educational programs offered under the executive offices of educational affairs, manpower affairs and communities and development.

(j) seek, apply for and encourage the use of all federal funds for children's services and facilitate the coordination of federal, state, and local policies concerning children's services;

(k) provide information and referral to persons seeking children's services;

(l) provide for technical assistance and consultation to providers and potential providers of services to children; and

(m) prepare and submit a report to the governor, the general court, and the secretaries of all executive offices annually on the first Monday of July. Such report shall include, but not be limited to, a review of the status of services to children within the commonwealth; recommendations for priorities for the development and coordination of services to children during the next following fiscal year and for the following four fiscal years; an assessment and evaluation of the progress made as the result of such recommendations for the preceding two fiscal years; a statement of goals for activities of the office during the next following fiscal year and the following fiscal year and the following four fiscal years; the steps to be taken by the office to implement the purposes stated in section one; a review and evaluation of the purposes made in accomplishing said

purposes for the preceding two fiscal years.

Section 5. The office shall promote the development of day care services for children in the following manner:-

1. The office shall seek, accept and distribute or expend all federal funds available to the office for day care and related services and shall assist other agencies of the commonwealth and local agencies to take full advantage of all federal funds available for such services.

2. The office shall provide general information and technical assistance to groups of parents and other providers of day care services, including information regarding sources of available funds.

3. The office may provide day care services to children by contracting for such services, or, in the case of demonstration programs, by operating such services or contracting for such services.

4. The office shall be responsible for the prior approval of the distribution or expenditure of funds for day care services by departments or agencies within the executive office of human services, which approval shall be required.

5. The office shall be responsible for approval of budget requests for day care services from departments or agencies within an executive office by agreement with the secretary of any executive office, and such approval, by agreement, may be required.

Section 6. All executive offices shall, upon request and within a reasonable time, provide to the office the information it requires to perform its functions as set forth in sections four and five.

Section 7. The office shall facilitate the establishment of local councils for children within localities determined by the office, provided, that such localities shall not be inconsistent with substate regions and areas as approved by the secretary of administration. The office shall establish, after public hearing, guidelines and procedures for recognition of such councils; provided, that the membership of each council shall consist of at least one-third consumers; and provided, further, that the remaining members include representatives of public and private community groups concerned with services to children and representatives of public and private organizations providing services to children.

In accordance with such guidelines and procedures so established by the office, such councils shall perform the following functions:

(a) determine the extent and availability of services to children within the locality represented by the council;

(b) develop an information and referral service for persons seeking services for children within the locality;

(c) determine the need for services to children within the locality and make recommendations to the office on priorities of need;

(d) evaluate and monitor existing children's services in the locality; and

(e) review and make recommendations to the office concerning approval or disapproval of proposals for state or federal funding for services to children in the locality. Upon receipt of such recommendation from a council concerning those proposals for which the office has responsibility to review or implement, the office shall, within a reasonable time, forward a written reply to such council stating the action taken by the office on such recommendations and the reasons for the action.

The office shall give local councils opportunity to review and comment on guidelines and procedures to be established under this section prior to the public hearing required to be held thereon. The office shall give reasonable notice to all local councils of all public hearings held by the office.

Section 8. There shall be a state-wide advisory council to the office to consist of the secretaries of the executive offices of human services, manpower affairs, communities and development and educational affairs, or their designees, twelve members appointed by the governor, and sixteen members elected by the local councils for children established under section seven. All appointive or elective members shall serve for terms of three years. The chairman shall be appointed by the governor from the appointed or elected members and shall serve as chairman at the pleasure of the governor, provided, that no member may serve as chairman for more than six years. Appointive or elective members shall serve without compensation but shall be reimbursed for necessary expenses incurred in the performance of their duties.

Said advisory council shall:-

(a)

(1) assist the director in coordinating the efforts of all public agencies concerned with services to children;

(2) advise the director on policy, planning and priorities of need in the commonwealth for services to children;

(3) review regulations proposed by the office and make recommendations to the director in regard thereto;

(4) suggest new regulations to the director;

(5) annually review the programs and policies of the office;

(6) review, in conjunction with the office, at least bi-annually, the organization, structure and functioning of services to children in the commonwealth; and

(b)

Issue a report to the governor, the general court and the secretaries of all executive offices annually on the first Monday of July. The report shall include but not be limited to the council's goals for action during the next following fiscal year and the following four fiscal years; a review and evaluation of the progress made as the result of such recommendations for the preceding two fiscal years; the council's recommendations on priorities for action to be undertaken by the office during the following fiscal year and the following four fiscal years; and a review and evaluation of the progress made as the result of such recommendations for the preceding two fiscal years.

The office shall provide staff assistance to the council.

(NOTE: Sections 9 through 18 are concerned with centralizing the licensing, regulation, placement and monitoring of day care, foster care and group care services, centers and facilities.)

Section 19. Of the original gubernatorial appointees to the advisory council established under the provisions of section eight of chapter twenty-eight A of the General Laws, inserted by section one of this act, four shall serve for a term of three years, four for a term of two years, and four for a term of one year.

Section 20. This act shall take effect upon its passage, except that paragraph (c) of section four and sections nine to sixteen shall take effect of September 1, 1972.

MISSISSIPPI

Name of the office. Child Development Division, Governor's Office of Education and Training.

Location. Governor's Office of Education and Training. The head of the child development program reports to the executive director of the Office of Education and Training.

Method of establishment. By executive order of Governor John Bell Williams, December 21, 1971, and a subsequent executive order of Governor William L. Waller, February 1972.

Contact. Frances H. Williams, Director
Child Development Program
Governor's Office of Education and Training
1935 Lakeland Drive, Suite A
Jackson, MS 39216
(601) 354-7523

Staffing. A staff of 15: eight professional and six clerical; one staff position is currently unfilled. Five of the professionals are at the state level, and three are in district offices.

Funding. The fiscal year is July 1 through June 30. The current level of funding is $230,997 from the Appalachian Regional Commission (ARC) and federal child development funds.

Basic functions. The state and district staff work with 20 child development projects funded by the Appalachian Regional Commission providing training and technical assistance services. The staff members also provide a number of additional services including liaison with other state agencies for child service projects, publication of a newsletter and other child development documents, implementation of training opportunities for child development workers statewide, promotion of public awareness of the needs of Mississippi's children, and improvement of state and local agency cooperation and coordination in services to young children. The staff works with child development projects to secure other federal funds and to make more efficient use of available ones.

Relationship to other state agencies. The office has review authority for federally funded projects. It does not operate or administer programs, but does promote interagency cooperation through the State Child Development Council, the membership of which includes representatives from other state agencies involved in child development programs.

Advisory groups. The State Child Development Council advises the governor's office on issues and policies relating to the Appalachian child development program as well as children's services in general. The Mississippi Council on Early Childhood Development, composed of a broad range of individuals interested in children, is advisory to the state council.

Involvement of local groups. Each Appalachian county has a local child development council that sends representatives to district child development councils and finally to the state council. The ARC projects are all operated by local community groups such as county child development councils, community action programs, and private, nonprofit corporations.

Publications.

-County Child Development Council Handbook, June 1974.
-"Young'uns" newsletter, first issue June 1974.
-Proceedings Booklet for May and August Training Conferences, 1974.

M I S S I S S I P P I

EXECUTIVE ORDER

No. 96

WHEREAS, eligibility of certain counties in Mississippi for participation in childhood planning and development programs authorized by Congress under the Appalachian Regional Development Act of 1965, as amended, and the participation in said programs by State and local governments pursuant to said Act requires the organization of a State-level interagency committee:

NOW, THEREFORE, I, John Bell Williams, by virtue of the authority vested in me as Governor of the State of Mississippi and pursuant to the Constitution and applicable statutes of Mississippi, do hereby establish as public policy of this State that child development planning and coordination are the responsibility of the Governor and do hereby designate and recognize a Mississippi Child Development Council to develop a State Comprehensive Child Development Plan and Program for the State of Mississippi.

Membership of the State Child Development Council shall consist, except where otherwise indicated, of the executive officers of the following agencies, to wit:

State Board of Health
State Department of Education
State Department of Public Welfare
Interagency Commission on Mental Illness and Mental Retardation
Board of Trustees, Institutions of Higher Learning
Federal-State Programs, Office of the Governor
Commission of Budget and Accounting
Governor's Committee on Children and Youth
Mississippi Council on Early Childhood Development
One representative selected by each Child Development Planning District
A Member of the Mississippi House of Representatives (selected by the Speaker of the House)
A Member of the Mississippi State Senate (selected by the Lieutenant Governor)

The Governor may add other representatives to the Council as necessary and appropriate in order to assure better services for Mississippi children.

The Governor shall serve as ex-officio chairman of the State Child Development Council, and the chairman shall be selected by the membership of the Council.

The State Child Development Council shall render advice and assistance to the Governor to enable him to accomplish the following or such additional activities as he may request:

1) Design and implement a comprehensive Statewide planning

and development process for child development for the state of Mississippi;

2) Establish policies and procedures for a Statewide planning program for child development;

3) Coordinate and monitor child development programs throughout Mississippi;

4) Evaluate existing and proposed child development operational programs and planning efforts for conformance to policy, standards, and priorities included in the State plan;

5) Prepare and publish an annual comprehensive child development plan and policy for Mississippi, containing priorities for the allocation of Federal, State, and local funds for child development programs;

6) Make recommendations to the Legislature for needed statutory reforms in the field of child development;

7) Organize such task forces and advisory bodies as a forum for the discussion of child development programs and problems, for elected officials, public and private agencies, and the general public.

The State Child Development Council will make whatever arrangements are necessary to employ administrative and clerical personnel needed by the State Child Development Council and the District Child Development Councils to carry out the provisions of this executive order.

FURTHERMORE, I designate and recognize as Child Development Planning Districts those geographic areas following the boundaries of Mississippi's Planning and Development Districts, pursuant to Mississippi Executive Order No. 81, dated June 11, 1971.

As Child Development Councils are established within each of these districts, the State Child Development Council shall establish working relationships with the District Councils so that the work of these Councils may become an integral part of the State Comprehensive Child Development Plan and Program.

It shall be the duty of every Department, Board, Commission, Agency, Office, Institution, and political subdivision of the State government and the officers thereof to cooperate with the State Child Development Council in the development of a Comprehensive Child Development Plan for Mississippi and in performing all other duties and responsibilities described herein. (Dated and Signed December 21, 1971.)

MISSISSIPPI EXECUTIVE ORDER

NOTE: Governor William L. Waller issued an executive order (No. 102) in February 1972 broadening Governor Williams' original executive order. Governor Waller's order established an Office of Education and Training within the governor's office, named the director of Education and Training as ex-officio chairman of the State Child Development Council and established child development planning as a special program unit in the governor's office under the auspices of the State Child Development Council.

NORTH CAROLINA

Name of the office. Office for Children.

Location. In the Department of Human Resources. The director of the office is an assistant secretary of Human Resources and reports to the secretary.

Method of establishment. By administrative action of Governor James E. Holshouser, Jr., November 25, 1974.

Contact. Donald E. Taylor, Director
Office for Children
Albemarle Building
325 North Salisbury Street
Raleigh, NC 27611
(919) 829-4834

Staffing. A staff of 68, consisting of 55 professionals and 13 secretarial.

Funding. Fiscal year is from July 1 through June 30. Total funding for fiscal 1975-76 is $5,574,541 from state and federal funds. (State: $1,304,474; federal: $4,270,067.)

Basic functions. The basic functions are planning, advocacy, program development and monitoring and evaluation.

Relationship to other state agencies. Coordination with other state agencies is on a voluntary basis. The office has review and recommendation authority over the budgets of state agencies providing children's programs.

Advisory groups. Local groups are involved in an advisory capacity.

Comments. The Office for Children of the Department of Human Resources was created to provide coordination of effort in the planning for and delivery of services to children. This office concentrates on four primary areas: (1) assistance to all children and their families in obtaining the services which are available and to which they are entitled; (2) services complimentary to public school programs with

emphasis on support systems for children with special needs and their families; (3) services for all preschool children who want and need services, including health services and quality child care; and (4) assistance to consumer, religious, civic and professional organizations at both the state and local levels in promoting and developing interest and action in behalf of children and youth.

The Office for Children has three main organizational components: advocacy, planning, and monitoring and evaluation.

An office of child development was originally funded by a grant from the Appalachian Regional Commission to plan, write and coordinate proposals from the state's 29 Appalachian counties to provide comprehensive child development services to children from birth to age 6 years. In May 1970, former Governor Robert Scott established an Office of Child Development within the Department of Administration by executive order (see page 55). In November 1974, the office was transferred into the Department of Human Resources and, along with the Governor's Advocacy Council on Children and Youth and the North Carolina Council on Developmental Disabilities, formed the Office for Children described above.

Publications.

- Study of Available Certified Day Care in North Carolina
- Child Development in a Nutshell
- The State of Young Children in North Carolina: A Compilation of Needs and Services
- Rural Child Care in Appalachian North Carolina: A Regional Approach
- Recommended Costing Guide for a Child Development Program
- Meeting Federal Interagency Requirements
- Newsletter
- And others

NORTH CAROLINA

Executive Order

(NOTE: North Carolina's Interagency Child Development Committee was established by executive action, in a letter from Governor Robert W. Scott to the Appalachian Regional Commission. The following excerpts from Governor Scott's letter, dated May 22, 1970, relate to the creation of an interagency committee.)

State of North Carolina Interagency Child Development Committee:

Organization - I hereby designate the following State-level agencies as members of this State's Committee on Child Development, each to be represented by a staff member named by the respective departmental heads:

Board of Health
Department of Mental Health
Department of Social Services
Department of Public Instruction
Department of Local Affairs (Division of Human Resources)

Representatives of the five above names agencies are currently serving on an ad hoc committee on child care and such composition conforms to the structure outlined in the Resolution. By using this same group as the unit responsible for the development of the State's plan we could continue the Committee's work toward the 4-C concept and at the same time proceed with the requirements of the Appalachian Regional Commission.

Functions - Initially, the following seem to be appropriate functions:

The development of State policy and organizational alternatives for the beginning of comprehensive child development programming throughout the State.

The development of grant proposals to aid in the implementation of comprehensive child development.

The study, development, and implementation of policy criteria and procedures which the State will follow in evaluating child development proposals.

The coordination and direction of staff and available technical assistance to produce, as rapidly as possible, a State plan acceptable to the Appalachian Regional Commission concept.

Reviewing and advisory capacity to the State's Appalachian Regional Commission Representative with regard to operational proposals submitted under the Commission's Child Development Program.

SOUTH CAROLINA

Name of the office. Office of Child Development.

Location. Department of Social Services. The head of the office reports to the chief, contracts, grants and special services division. The office was originally located, in July 1972, in the Division of Administration in the governor's office. To insure the continuation of the Office of Child Development (OCD) under future governors and to facilitate state agency coordination, the OCD was transferred to the Department of Social Services in July 1973, where it has become a permanent structure within that agency.

Method of establishment. By executive memorandum, July 1, 1972.

Contact. Betty V. Carnes, Director
Office of Child Development
Department of Social Services
P.O. Box 1520
Columbia, SC 29202
(803) 758-7620

Staffing. A staff of 49, including 37 professionals and 12 clerical.

Funding. The fiscal year is July 1 through June 30. The current level of funding is $10,226,136. The total is derived from $1,307,976 in state appropriations, $2,500,000 from the Appalachian Regional Commission, $6,077,260 in Title XX funds, $337,900 from the Comprehensive Employment Training Act and $2,000 from the federal Office of Child Development.

Basic functions. The functions of the office are: (1) to administer federal and state funds for child development, (2) to provide information, training and technical assistance to child development programs in the state and to industries and community groups interested in establishing child development programs or expanding and improving existing child development programs, (3) to administer the state day care licensing law and (4) to serve as staff to the governor for headstart activities.

Relationship to other state agencies. Although the office has no authority over those parts of the budget of other state agencies related to

children's services, it does contract with a number of other state agencies for services. In addition the office has established a good working relationship with other state agencies through an interagency council. The South Carolina OCD administers funds from the following sources: Appalachian Regional Commission, Title XX (Social Security Act), Comprehensive Employment Training Act and state child development funds. The OCD contracts with other state agencies and providers at the local level for program implementation and operation. The OCD also supervises programs operated by the county departments of social services. These programs also utilize a variety of other funding sources, such as local revenue sharing, local tax base funds, U.S. Department of Agriculture, U.S. Department of Labor, Community Development Act, private foundations, private and public agencies, and other state funds, donations and fees.

Advisory groups. The office works with an Interagency Council, a Day Care Advisory Committee and a Licensing Task Force.

Involvement of local groups. The office contracts with local groups to operate programs.

Comments. The South Carolina OCD has successfully achieved coordination with other state agencies through an interagency council, the South Carolina Child Development Council. The council was established in February 1971 by executive order, and the OCD continues to serve as staff to the council.

The OCD is located within the Department of Social Services as a visible, identifiable unit. Since the OCD was created initially under the Division of Administration in the governor's office, it has already gained statewide recognition, making the maintenance of the office as an identifiable unit within the larger state agency structure possible. South Carolina's child development program has had strong support from

the governor and the state legislature. In fiscal year 1976, the legislature appropriated $2,029,576 for child development programs. Through contracts with other state agencies such as education, mental retardation, health, the Division of Administration in the governor's office and the university system, the OCD has made maximum benefit of the commitment of these agencies to services for children. Because of the strong support of the governor, the legislature, the commissioner of the Department of Social Services and the Interagency Child Development Council, the OCD in its present structure has proved to be an effective mechanism for planning, coordinating and administering the state's child development programs. Marked progress has been made in the provision of child development services in South Carolina. It is felt that within the present structure a needed expansion of services to children can be accomplished.

S O U T H C A R O L I N A

EXECUTIVE ORDER

WHEREAS, the well-being of the children of South Carolina is a priority concern and responsibility of the State Government; and

WHEREAS, South Carolina in recent years has identified more clearly the critical importance of investing more resources in programs designed to meet the needs of its children and youth; and

WHEREAS, the State must make the most effective use of the resources available to meet such needs and to do so requires that realistic policies, plans, programs and budgets be developed and evaluated continously in those areas affecting the well-being of its children;

NOW, THEREFORE, pursuant to the powers conferred upon me by the Constitution and laws of this State, there is hereby created the South Carolina Child Development Council which shall include the following members:

Governor's Office
Superintendent of Education, State Department of Education
Commissioner, Department of Mental Health
Commissioner, Department of Mental Retardation
Director, Department of Public Welfare
Director, State Agency of Vocational Rehabilitation
Superintendent, School for the Deaf and the Blind
Director, Commission for the Blind
State Health Officer, State Board of Health
Commissioner of Higher Education
Secretary, State Budget and Control Board, ex officio
Director, State Planning and Grants Division, ex officio
Director, State Economic Opportunity Office, ex officio
Chairman, S. C. Appalachian Regional Planning & Development Commission, ex officio
Chairman, S. C. Appalachian Region Health Policy and Planning Council, ex officio

No member shall designate an alternate to represent him in the deliberations of the Council without the prior express approval of the Governor.

The Child Development Council shall advise the Governor on child development matters generally and, particularly, with respect to the State's participation in the child development program of the Appalachian Regional Commission. In discharging this responsibility, the Council shall:

-prepare, up-date on a continuous basis and recommend to the Governor those plans, policies, programs and procedures which, in its judgment, constitute a quality, manageable and deliverable program of services to children, with emphasis on those younger than six years of age;

-develop its recommended program of services and projects in accordance with those Resolutions and policies of the Appalachian Regional Commission which are pertinent; and, where practical, the Council's recommendations shall be in accord with criteria established for related programs, such as those provided under the Social Security Act;

-involve other appropriate local, State and Federal interests in the formulation of its recommended program; and

-monitor the implementation of those parts of the program which are approved by the Governor and the Appalachian Regional Commission and evaluate and recommend the administration and services as provided under the Appalachian Regional Development Act.

Administrative services in support of the Council's activities shall be provided by the State Planning and Grants Division in addition to that provided by the staffs of other Council members, or as otherwise provided for by the Governor. (Dated and Signed February 4, 1971.)

EXECUTIVE ORDER

WHEREAS, the delivery of human services is crucial to the growth and development of all citizens of the State of South Carolina; and

WHEREAS, the South Carolina Department of Social Services is the primary institution of State Government chartered for the responsibility of the delivery of such services; and

WHEREAS, consolidation of State Governmental functions and efficiency of State Governmental operations is a desirable end;

NOW, THEREFORE, pursuant to the powers conferred upon me by the Constitution and laws of this State, the functions vested in the Office of the Governor, Division of Administration for the conduct of the Office of Child Development and the State Economic Opportunity Office, are hereby transferred to the South Carolina Department of Social Services.

In assuming these responsibilities, the Department of Social Services shall organizationally continue these activities so that the basic function and purposes for which these activities were originally undertaken shall be maintained.

Further, the Office of Child Development as transferred to the Department of Social Services shall continue to provide staff support for the Child Development Council which shall serve as a sub-committee for the Social Development Council as established in Executive Order No. 12 of the 16th day of January 1973. (Dated and signed July 12, 1973)

TENNESSEE

Name of the office. Office of Child Development

Location. Office of Urban and Federal Affairs, in governor's office. The director reports to the director of the Office of Urban and Federal Affairs.

This is where the office was located when it was originally established in 1970. A transfer of programs was made within the governor's office in December 1971. Child Development, along with the division of Regional Development was transferred from the Office of Urban and Federal Affairs to the State Planning Office.

In November 1973, as a result of the creation of the new department of Community and Economic Development, Regional Development was moved to this department from State Planning and Child Development was transferred back to the Office of Urban and Federal Affairs.

Legislation enacted in 1974 gives statutory authority to the office and retains it in the governor's office.

Method of establishment. Originally by executive memorandum: in 1970 by Governor Buford Ellington; in 1971 by further memorandum from Governor Winfield Dunn. As a result of recently enacted state legislation (Child Development Act of 1974) the office has statutory authority which became effective January 1, 1975.

Contact. Neal C. Buchanan, Director
Office of Child Development
660 Capitol Hill Building
301 Seventh Ave., N.
Nashville, TN 37219
(615) 741-1681

Staffing. A staff of seven, including six professionals and one secretary. Six new staff positions are anticipated.

Funding. The fiscal year is July 1 through June 30. The level of funding for fiscal year 1975-76 is $274,300. The total is derived from $68,700 in state appropriations, $44,200 from the Appalachian Regional Commission and $161,400 from other appropriations, which includes Title XX funds.

Basic functions. There are six major functions: (1) preparing an annual comprehensive child development plan for all children under 6 years of age; (2) working with units of local government, developing districts and community groups to establish advisory committees for children; (3) making application for and administering funds that are available under state and federal programs pertaining to the development of children; and determining the administering entity where they do not logically reside in any one existing state agency; (4) cooperating with institutions of higher education in promoting and coordinating training programs for paraprofessional and professional staff for child development programs; (5) developing a program, in conjunction with other state agencies, to inform the public about the needs and availability of child development programs and services; and (6) preparing and submitting reports to the governor on the status of legislation and programs affecting children under 6 years of age and recommending legislation that will promote early childhood development.

Relationship to other state agencies. The office has budget review authority of any office of the state government utilizing state and federal funds related to child development and family service programs and can make recommendations to the governor and the legislature regarding the budget of other state agencies. It does not operate or administer programs. Since its inception, its major function has been that of planning and coordination, through an interagency committee.

Advisory groups. Under the new legislation the office will work with a State Child Development Advisory Committee. Presently, there are regional councils that work with regional coordinators. This structure will remain essentially the same under the new legislation.

Involvement of local groups. Regional and local councils have been formed in the Appalachian portion of the state.

Comments. The Office of Child Development (OCD) is probably working a little better in Tennessee than earlier in the sense of being more recognizable. The staff has been involved in some activities that gave it increased visibility. But the concept itself is not working at the state level outside the activities initiated by the OCD, since there is little or no increase in consistent efforts of state departments to coordinate their activities.

The major problems have arisen because there was no legislated mechanism for coordinating programs. With statutory authority, and with the role of the office clearly defined in the recently enacted legislation, an opportunity will be provided to achieve better coordination.

Publications.

-Office of Child Development: State of Tennessee (brochure)

T E N N E S S E E

HOUSE BILL NO. 1392

Tennessee Code: Annotated 49-51
Child Development Act of 1974

AN ACT TO CREATE AN OFFICE OF CHILD DEVELOPMENT WITHIN THE OFFICE OF THE GOVERNOR; TO PROVIDE FOR A COMPREHENSIVE CHILD DEVELOPMENT PROGRAM FOR CHILDREN UNDER SIX (6) YEARS OF AGE; TO PROVIDE FOR THE COORDINATION OF SERVICES FOR CHILDREN AGE SIX (6) TO EIGHTEEN (18); TO PROVIDE FOR LOCAL AND REGIONAL CHILD DEVELOPMENT COUNCILS AND A REGIONAL CHILD DEVELOPMENT COORDINATOR; TO PROVIDE FOR A CHILD DEVELOPMENT ADVISORY COMMITTEE; AND TO PROVIDE FOR THE TEACHING AND TRAINING OF PERSONNEL IN EARLY CHILDHOOD DEVELOPMENT.

Section 1. This act shall be known and may be cited as the Child Development Act of 1974.

Section 2. The general assembly finds and declares that the early childhood years are crucial to the mental, physical and emotional development of children, and that the experiences of the early childhood years are highly significant with respect to later development, including educational and vocational success. The purpose of this act is to provide for the coordination of all State services in a comprehensive child development program for children under six (6) years of age by emphasizing preventive measures designed to provide the services which will enable children to develop to the maximum level the physical, mental and social potentials which they possess; to maximize the role of the family as the first and most fundamental influence on child development; to provide improved services to young children and their families through better coordination of existing services; and to develop a process for the coordination of services for children age six (6) to eighteen (18).

Section 3. As used in this act, unless the context otherwise requires:

(a) "Program" means any program, service or activity coming under this act which is conducted full or part time, in special facilities, in schools, in neighborhood centers, or in the homes;

(b) "Child development" means the physical, intellectual, social and emotional growth of a child during that period of his life in which those qualities are in the formative stages and in which the foundation for his future development is made;

(c) "Family services" means those services which are designed to enhance the dignity of the family unit and assist the parents in improving the quality of early childhood development and maximizing the participation of the parents or guardians of children eligible for assistance under this act;

(d) "Comprehensive child development services" include, but are not necessarily limited to, physical health services, mental health services, diagnostic services, child care services both in homes and outside, services for handicapped children, parent education, pre-school education, social services, and transportation services necessary to make programs effective and accessible;

(e) "Office" means the Office of Child Development; and

(f) "District" means any of the state's development districts.

Section 4. There is created an office of child development within the office of the governor, administered by a director who shall be appointed by the governor and who shall hold office at the pleasure of the governor. The office shall be the principal agency of the state for the administration of this act. To effectuate the purposes of this act, the director may request from any department, division, board, bureau, commission or other agency of the state, and the same shall provide, such information as will enable the director to exercise his powers and perform his duties hereunder.

Section 5. The office of child development shall have the following powers and duties:

(1) To design, develop, and review annually a comprehensive, statewide, community-based program to meet early childhood needs, subject to the limitation set forth in section 6;

(2) To monitor, analyze, and review the budget of any office of state government utilizing state and federal funds for early childhood development and family service programs and present an impact statement to the governor, finance, ways and means committees of the senate and house of representatives, and all coordinating committees. The statement shall be prepared following the executive budget hearings and shall be presented before the governor's annual budget is presented to the general assembly;

(3) To seek, apply for, and encourage the use of available funds for children's services;

(4) To coordinate the delivery of services by state agencies which administer programs included in the state's comprehensive child development plan;

(5) To assist children and their parents or guardians in obtaining the assistance and services which the child needs and which are provided by state and local agencies;

(6) To develop a program to inform the public concerning comprehensive early childhood development and family services;

(7) To establish a comprehensive early childhood development information management system;

(8) To assist in the evaluation of all early childhood development and family service programs and facilities pursuant to this act;

(9) To serve where applicable as the sponsoring state agency for child development programs which are, or may be, instituted by the state or federal government when no existing agency is available as sponsor;

(10) To provide professional and technical assistance to regional councils upon the request of the regional council;

(11) To promulgate rules, regulations and guidelines for implementation of the powers and duties described within this section;

(12) To prepare an annual report on the implementation of this act, including recommendations for improvement of comprehensive child development programs, and to present the report to the governor and the general assembly and to the local and regional councils;

(13) To impartially advise all agencies throughout the state who are either operating children's programs, or providing services to children, of the availability of funds and to give assistance if needed in the preparation of applications for these funds;

(14) To facilitate the coordination of federal, state and local policies concerning children's services.

Section 6.

(a) A state child development coordinating council, consisting of the governor (who shall serve as chairman), the director of the office of child development (who shall serve as secretary), and the commissioners of all state agencies responsible for the education, health and welfare of families and children in this state, shall meet at least four (4) times a year in order to establish policy to insure coordination of child development and related family service activities under their respective jurisdictions. No statewide plan for child development shall be implemented by the office unless approved by a majority vote of the membership present of the state child development coordinating council.

(b) The director of the office of child development or his representative shall meet once a month with representatives from all departments included in the child development coordinating council for the purpose of implementing the policies established by the council.

(c) Within two (2) years following the creation of the office of child development, the office, with the assistance of the child development coordinating council, shall develop and implement a detailed process for the coordination of services and programs for children of ages six (6) to eighteen (18). This expanded structure shall supplement and complement the provisions of this act so as to provide an orderly progression and coordination of services from conception to age eighteen (18). The office may employ any of the powers given to the office in section 5 to develop and implement such a coordinating process and structure.

Section 7. The director of each development district in the state, with the concurrence of the director of the office of child development, shall employ a regional child development coordinator to carry out the following duties:

(1) To organize local child development councils in each of the counties or multi-county groupings, with the assistance of the district; local Departments of Welfare, local Departments of Health, local Departments of Education, local Departments of Mental Health, the local Community Action Agencies, and other local sponsors of child care programs;

(2) To establish a regional child development council;

(3) To identify available resources, including an inventory of services as well as manpower and training resources;

(4) To serve as liaison between the regional council and the office of child development.

Section 8.

(a) The regional coordinator shall appoint from among the population of his district initial local child development councils. Such councils shall be comprised of a balanced combination of professional people in various disciplines, public officials having responsibility in the general area of child development or family assistance, parents and others interested in child development, including representatives of business, labor and private charitable organizations with at least one-third (1/3) of the membership being parents.

(b) The regional coordinator shall appoint, with the recommendation of the local child development councils, an initial regional child development council of not more than twenty-five (25) members, to serve for a one (1) year term. The chairman of the regional council shall be selected by the members of the council. Each regional council shall adopt rules governing selection of its own members within the district and selection of its representatives to the advisory committee established in section 9, provided that

the composition of the regional council shall be in accordance with the provisions for local councils as set out in subsection (a). The composition of each regional council shall provide adequate representation according to the population of the localities. Such selection rules shall take effect at the conclusion of the one (1) year term of the council as constituted hereunder. In the event that the governor shall determine after notice and hearing that a regional council is not adequately performing its duties as provided herein, the governor shall have the right to remove the members of the regional council and direct the regional coordinator to organize a new regional council as provided herein for the initial regional council. Prior to adoption of any comprehensive statewide plan for early childhood development proposed by the office to the state child development coordinating council pursuant to section 6 herein, each local and regional council shall be notified in writing by the office of the contents of the plan and shall be afforded the opportunity to hold public hearing on such plan within the district. The regional councils may make recommendations to the office of child development and the state child development coordinating council concerning the plan, particularly as it may affect its respective district.

(c) Each regional council shall serve as a vehicle for transmitting program and project comments to the state child development coordinating council and the office of child development and shall ascertain and recommend priorities for child development and family assistance services within its respective district.

(d) The regional child development councils also shall:

(1) Advise the state child development coordinating council of the child development needs of the districts, and recommend the priorities of such needs.

(2) Serve as advisory bodies to the regional health planning council and screen all child development projects which originate in their districts to insure:

(a) Comprehensiveness.

(b) That greatest emphasis is being given to the areas of greatest need.

(c) That resources are maximally utilized.

(d) That projects do not unnecessarily duplicate other efforts of that region.

(3) Make recommendations to the state child development coordinating council on all child development projects originating within the districts.

(e) In a case where a local or regional coordinating council already exists, such council shall serve as the local or regional child development council, providing such council meets the provisions of section 8 (a) of this act. When such council does not meet the provision of section 8 (a) of this act, every effort shall be made to incorporate the existing council into the local or regional child development council in order to avoid any duplication of efforts.

Section 9. There is created a child development advisory committee whose members shall consist of the following:

(1) The regional coordinators and one (1) representative selected by each regional council;

(2) One (1) person from each house of the general assembly appointed from among its members;

(3) Six (6) persons selected by the governor from among the state agencies including the commission on children and youth concerned with welfare, social services, health, education, justice, and rehabilitation.

The advisory committee shall meet at least annually with the director of the office of child development and may make recommendations to the office concerning the statewide program and its implementation.

Section 10. Pursuant to such policies and regulations as the department of education may adopt, any school board, college, junior college, vocational-technical school or group whose program of early childhood development has been reviewed by the office of child development may submit a proposal to the department of education for a program for the training of personnel in early childhood development. Such proposal shall contain: an itemized estimate of cost; the estimated membership and description of participants; a description of the course of training or study and the methods and materials to be used; a program goal or goals and a method of assessment of program success; and a method of financial support, including sources of funding; a definition of the sponsor's role and duties, supported by resolution or other document indicating intent to support such a program of training; and such other information as the department of education may require. Upon the request of any school or group, the department of education may provide technical advice to enable the school or group to develop a suitable proposal.

Section 11. In cooperation with the office of child development, the department of education may develop or obtain training materials, curriculum, and teaching formats for training persons in early childhood development and family services. Such courses may be designed for persons working with children, including professionals, para-professionals and members of the community who volunteer to work in early childhood development programs and for parents or prospective parents of young children. Provided, however, that all personnel

employed under the provisions of this Act shall meet the same requirements as established by the State Board of Education for certification in the public school systems.

The department of education may make these materials available to persons wishing to conduct training programs under section 10 of the act.

Section 12. There are hereby authorized to be appropriated such sums as may be necessary to effectuate the purposes of this act.

Section 13. This Act shall take effect on January 1, 1975.

(LEGISLATIVE NOTE: The bill enacted was Senate Bill No. 1765, which was substituted for House Bill No. 1392. The bill was signed by Governor Winfield Dunn on April 5, 1974, and is Public Chapter No. 721).

TEXAS

Name of the office. Office of Early Childhood Development

Location. In the Texas Department of Community Affairs, governor's department. The director reports to the executive director of the Department of Community Affairs, who reports directly to the governor.

Method of establishment. By mandate of the governor, January 1971.

Contact. Jeannette Watson, Director
Office of Early Childhood Development
P.O. Box 13166, Capitol Station
Austin, Texas 78711
(512) 475-5834

Staffing. There are 36 on the staff, including 24 professionals and 12 supportive staff.

Funding. The fiscal year is September 1 through August 31. The current level of funding is approximately $1 million in state funds, plus $235,000 in Head Start funds and approximately $300,000 in Title XX funds.

Basic functions. (1) Cooperation with other groups in the development of programs and dissemination of information regarding parent education, (2) research and data management, (3) community assistance - technical assistance to local communities for the planning and coordination of children's services, (4) providing for the testing of Child Development Associate curriculum in community colleges, (5) training and technical assistance for Head Start, (6) public education and information, and (7) cooperation with other groups in the study of Early Childhood Career structure in Texas.

Relationship to other agencies. The office has no authority over budgets of other state agencies related to children's services. The office has played the role of convenor and coordinator, not a service-providing competitor with other state agencies.

The progress that has been made to date has been made primarily because the office has developed a satisfactory nonthreatening working relationship with other state agencies.

Advisory groups. The office works with the Interagency Health and Human Resources Council, Interagency Task Force on Youth Care and Rehabilitation, Committee on Early Childhood Development, Advisory Council of the Department of Community Affairs, Interagency Panel on Early Childhood Development Careers and an *ad hoc* Committee on Early Childhood Careers and an *ad hoc* Committee on Early Childhood Development Careers.

Involvement of local groups. Local groups and individuals are given assistance in the areas of: (1) needs assessment and (2) program planning and implementation. Local groups have also provided a tremendous amount of input into the process of statewide planning by agencies at the state level. There are currently 15 demonstration projects under way, funded in part by the Office of Early Childhood Development (OECD). The office is responsible for evaluating the effectiveness of each of these projects.

Comments. Working through an interagency, cooperative process, the Office of Early Childhood Development has established a supporting relationship with other state agencies involved in early childhood development. The office has strong support from the department of which it is a division, which has resulted in substantial support from the governor. The office has developed a sophisticated needs assessment technique, which includes a statewide survey of households of families with children under age six.

Publications.

-Early Childhood Development in Texas: 1975-76. This publication contains information on programs of state and public agencies for young children and statistical information on the number of children under 6 served through these programs, arranged by counties.

-Texas Household Survey of Families with Children Under Six. Conducted during the summer of 1973, this survey investigated the characteristics of families with children under six and the health, nutrition, and developmental characteristics and child care arrangements of children under six in the families. The sampling procedure allows for generalizations at the state level as well as urban and "balance of state" levels. The findings, which will be published in part this summer, are some of the most comprehensive and up-to-date information on the status of young children and their families in Texas.

-Survey of Licensed Child Care Facilities. This survey was conducted in 1973 to gather information relevant to the Child Development Associate program. An analysis of the demand for and supply of child care in Texas was one result of this survey and is contained in The Child Development Associate in Texas: Policy Planning and Programming, prepared for OECD by the National Planning Association.

-Regional Forums on Early Childhood Development in Texas. These seven regional forums were conducted in 1972-73 to obtain input from a wide range of people concerned with young children in order to identify what they perceived to be priority services needed for children in their areas and to identify the kinds of people to whom the services should be offered. The office invited 2,317 people and 847 participated. The results from the forums are published in Texans' Concerns for Young Children.

-46 Things You Need to Know About Texas Children: The Darker Side of Childhood. Published in 1974, this book contains striking statistical information from the Texas Household Survey of Families with Children Under Six, the Regional Forums, State and U.S. agency publications, etc., with commentary on the implications of the data drawing from the research of many early childhood specialists.

-Annotated County Profiles. These profiles contain selected statistical data on conditions of and services to young children and their families at the county and state levels. The information is arranged by general topics such as "Employment and Income," "Health," etc. Under each topic is a brief description of the possible implications of the data.

-City Profiles. These profiles contain brief statistical data on young children and their families by city or metropolitan area. The information is arranged by general topics similar to the county profiles.

-Early Childhood Development Demonstration Programs Management Information System (MIS). OECD has developed and has had operational now for 18 months, an MIS that provides quarterly information on their demonstration projects. The reports are set up to provide quantitative data as to:

1. OECD dollars spent by service function
2. other cash spent by service function
3. donated goods and services by service function
4. manhours expended by service function
5. units of service by service function -- output

input

In addition, OECD receives a narrative report that provides some degree of qualitative information by each service function. With this information, OECD can determine the following:

1. efficiency ratios ($\frac{\text{output}}{\text{input}}$) by service functions
2. value of coordination (dollars earning dollars)
3. aggregate services delivered
4. change over time
5. some details on the process used in delivering child care services

To date, OECD has used this data to:

1. determine budgets for fiscal year 1975
2. study cost-benefits of day care
3. feedback to projects on performance
4. compute annual numbers of children and parents served

The cost-benefit study will be available for review in the next couple of weeks.

-Early Childhood Data Catalog. This is a listing of data which OECD had on file as of 1973. The bulk of the information described is from the county and city profiles prepared for the OECD by the Texas Industrial Commission, from the Health Department's Vital Statistics data base and U.S. Census publications.

-Child Well-Being Incidence Measures. (Compiled in response to a request from OCD.) The Institute for Human Resources Research in conjunction with the Children's Bureau in Washington initiated a project to develop a national assessment and information system on the health, education and welfare of children in the nation. A taxonomy of 627 incidence measures of needs and services was used to collect information from three pilot states, one of which was Texas. The categories of related information on Texas was compiled by OECD for this project.

-Texas Newspaper Clippings File. A file of clippings from Texas newspapers containing articles about children and their families is maintained by the OECD office. The clippings are arranged by broad subject headings and cover articles which have appeared during the last two to three years.

-Library of published research reports, government documents, program descriptions, etc. A card catalog containing all the published informational resources of OECD is kept by author, title and subject.

-Pierre, the Texas Pelican is a newsletter distributed by OECD to all first-time parents in the state. It was initiated in July 1973. The series is mailed to parents at various stages in the child's development from birth to age 6. There are 28 newsletters in all. It will reach approximately 80,000 families the first year.

-Choosing a Child Care Center is a 25-page pamphlet designed to help parents of 3-to 5-year-old children find the best locally available child care center or nursery school. The pamphlet discusses licensing, physical facilities, equipment, food, daily activities, teachers and parent involvement. In the back is a handy checklist of what to look for when visiting a center.

-Meeting the Needs of Young Texans, a state plan for early childhood development, May 31, 1974.

T E X A S

EXECUTIVE ORDER

The Council on Early Childhood Development is hereby established. The Council will be composed of the Administrative heads or their designee or deputy of the State Department of Health, State Department of Mental Health and Mental Retardation, State Department of Public Welfare, Texas Department of Community Affairs, Texas Education Agency and the Texas Office of Economic Development.

The Council on Early Childhood Development is established for, but not limited to, serving in an advisory capacity to the Governor, in a planning coordinating capacity to the member agencies, and in an evaluative and goal-setting capacity in relation to programs to serve all children under age six.

The Council will be responsible for maintaining a continuing observation and study of conditions which affect the optimal development of children under age six, with the intent of using such information to plan programs to meet identified needs. The Council will also maintain comprehensive and current information within the state, recommend to the Governor desirable programs, develop and initiate regional and/or community programs in Early Childhood Development and perform other functions as may be identified by the Council as needed, or as may be requested by the Governor.

Staff assistance to the Council will be provided by the Texas Department of Community Affairs. (Dated and Signed August 26, 1971.)

UTAH

Name of the office. Office of Child Development.

Location. State Board of Education. The head of the office reports to the associate superintendent of education.

Method of establishment. Agreement between the governor and the Utah State Board of Education.

Contact. Geraldine M. Clark, Director
Office of Child Development
Utah State Board of Education
250 East 5th South
Salt Lake City, UT 84111
(801) 533-6323

Staffing. Three: two professional and one secretarial.

Funding. Fiscal year, June 1 through May 30. Current level of funding is $40,000 from a federal Office of Child Development grant (October 1974 through September 1975). In fiscal year 1975-76, the office will operate on funds from Title XX. The state's matching funds will be provided by the Utah State Board of Education.

Basic functions. (1) Coordinating existing services and assisting in identifying new services, (2) promoting and acting as an advocate for children, (3) conducting local forums to receive input from citizens and (4) providing leadership in the field of child development in the state.

Relationship to other state agencies. The Office of Child Development will be the office to coordinate all early childhood programs between the Utah State Board of Education and Social Services and other public agencies. This will include programs for all children and their families. This will be accomplished by keeping the Governor, the Utah State Board of Education, the Department of Social Services and universities informed of all pending or new state and federal legislation, current programs and duplication of services.

Advisory groups. The office works with three advisory groups: a program committee, a state advisory council and a youth committee.

Involvement of local groups. Local groups are involved through the program committee.

Comments. The Office of Child Development is relatively new in Utah. It has had strong support from the governor, the state superintendent of public instruction and the state director of social services.

Publications.

-Needs Assessment - Children in Utah

VERMONT

Name of the office. Office of Child Development

Location. In the office of the secretary of the Agency of Human Services. The director reports to the secretary of the agency.

Method of establishment. By an executive order, January 1973.

Contact. Rolland C. Gerhart Jr., Director
Office of Child Development
81 River St.
Montpelier, VT 05602
(802) 828-2485

Staffing. The staff of 12 includes 10 professionals and two secretaries. An additional staff of five members is assigned to the Cooperative Human Development Project within the office. This staff has 4 professionals and 1 secretary.

Funding. The budget for fiscal year 1975-76 is $260,468. The fiscal year is July 1 through June 30.

Basic functions. Significantly limited to day care. Its concern is with quality control of day care through licensing and with improvement of quality day care through technical assistance and training programs. The office also conducts special research and demonstration projects.

Relationship to other state agencies. The office has no budgetary authority over other state agencies. It operates and administers programs, but these are confined to licensing, technical assistance and training in relation to day care services and research and demonstration projects related to children's services.

Advisory groups. The office works with the Governor's Committee on Children and Youth and the Day Care Advisory Committee to the secretary of Human Services.

Involvement of local groups. Local groups are not directly involved in the office's work.

Comments. The Vermont Office of Child Development was first organized within the Agency of Human Services to provide a broad coordinating opportunity to affect all children's programs. The 1973 Executive Order, however, limited its functions to the day care field only and its responsibilities in that area are for licensing, training and technical assistance programs designed to increase the quality of day care. At present, the office is also responsible for a Cooperative Human Development project designed to increase the quality of child care services through the introduction of older Vermonters into child care programs. The Project also proposes the enrichment of the older Vermonter through his or her paid or volunteer employment in child care services. The Vermont Office on Aging, Vermont Office of Manpower Services, Vermont Department of Social and Rehabilitation Services and the Office of the Secretary of the Agency of Human Services are the cooperators within this project.

The office promotes and intergrates children's services provided to day care by other state agencies.

The 1974 session of the Vermont legislature enacted a bill creating, within the governor's office, an Interagency Council on Child Development. The Council was charged with developing a comprehensive plan for the coordination, delivery and expansion of services provided by state agencies involved in child development programs. The Council was directed to report to the legislature by March 15, 1975. The Council reported to the 1975 legislature and was given an extension to continue working as formerly requested until June 19, 1976.

Robert Withey, commissioner of the department of education, is the chairman of the interagency council.

Publications.

-Office of Child Development (brochure)
-Day Care Licensing - What It Is (brochure)
-Cooperative Human Development Project (brochure)

V E R M O N T

EXECUTIVE ORDER

No. 4

WHEREAS, the general welfare of the State of Vermont will be enhanced by the availability of an effective system of day care facilities, and

WHEREAS, such facilities should meet licensing standards for health and safety deemed proper by competent authority, and

WHEREAS, the setting of licensing standards and evaluation of adherence thereto is best performed by a unit of state government not directly responsible for the

1. determination of eligibility and placement of children in day care facilities, and

2. the actual operation of such facilities,

NOW THEREFORE, I, Thomas P. Salmon, by virtue of authority vested in me as Governor under 3 V.S.A. Chapter 41, and to facilitate the sound and orderly development of an effective system of day care facilities, do hereby propose that

1. an Office of Child Development be created within the Agency of Human Services, such Office to be headed by a Director,

2. the day care facility licensing responsibilities now vested in the Commissioner of Social Welfare under Title 33 V.S.A. Sec. 2852 be transferred to the Director of the Office of Child Development,

3. the licensing responsibility listed in No. 2 above shall include the establishment of minimum standards of health and safety prerequisite to licensure and operation,

4. said Office shall offer to day care operators technical assistance including, but not limited to, assistance in achieving and maintaining both conformance to licensing standards and the delivery of quality services to children in care.

5. said Office shall continually evaluate the effectiveness of its licensing standards and procedures in achieving an efficient system of day care facilities, and submit a report of same to the Secretary of Human Services by September 30 of each year, and,

6. from time to time said Office may propose, and with the approval of the Secretary of Human Services, and in accordance with applicable statute and/or regulation, implement such changes in its licensing standards and procedures as needs and/or conditions make desirable.

7. from time to time the Office may propose recommendations to the Secretary of Human Services regarding rate review, billing, and other administrative procedures which are related to the delivery of day care services.

The foregoing actions are considered to be necessary for the efficient administration of the executive branch of Vermont State government and shall be submitted to both houses of the General Assembly for consideration. (Dated and Signed January 15, 1973)

HOUSE BILL NO. 497

Section 1. 33 V.S.A. Chapter 46 is added to read:

CHAPTER 46. CHILD DEVELOPMENT

3401. Definitions

Unless otherwise required by the context, the following definitions shall apply in this chapter:

(1) "Council" means the interagency council on child development.

(2) "Child development programs" means those programs designed to provide for children essential nutritional, educational, social, health and mental health opportunities and services with the goal of helping children attain their full potential.

3402. Creation

(a) There is created within the office of the governor, the interagency council on child development whose purpose is to develop a comprehensive plan for the coordination, delivery and expansion of services provided through the agencies, departments and divisions involved in child development programs.

(b) Meetings of the council shall be held in accordance with subchapter 2 of chapter 5 of Title 1.

3403. Composition

(a) The composition of the council shall be as follows the secretary of the agency of human services, the commissioners of education, social welfare, social and rehabilitation services, health, corrections, and mental health, the director of special education; the director of elementary and secondary education; and the director of the planning division of the agency of human services.

(b) The council shall elect a chairman from its membership.

3404. Powers and duties

(a) The council shall have the duty to develop and present to the general assembly, no later than March 15, 1975 a comprehensive plan for the coordination, delivery and expansion of child development programs in Vermont and shall develop and present specific proposals necessary for implementation of the plan. In developing the plan the council shall give special consideration to the following:

(1) Encouragement of local communities to provide public and private support for the establishment and maintenancy of programs and facilities for child development;

(2) Proposals for the establishment of training programs for child development personnel and parent education programs at state and local levels;

(3) Evaluation of current and proposed day care licensing requirements, with special emphasis on the appropriateness of such requirements;

(4) Review and evaluation of the gathering and disseminating of information on child development needs and resources;

(5) Development of a plan for the redistribution of resources and services where necessary;

(6) Approval of demonstration projects which may include:

(A) The use of head start programs and personnel to strengthen child development programs;

(B) Systems of local coordination of child development services;

(C) Alternative methods of licensing and approval for child development facilities;

(D) Further use of satellite systems of child care;

(E) Placement of screening and referral services in child care centers;

(F) Reimbursement methods for child development programs based on the cost of programs; and

(G) Such other programs as may result in more effective delivery of comprehensive child development programs.

(b) In developing the comprehensive plan, the council shall utilize and encourage the participation of consumers and providers of child care, specialists in child development and other interested persons.

Section 2. Staff

(a) The council may employ an executive secretary, who shall be knowledgeable in the field of child development, to assist in research, preparation of minutes and reports, scheduling of meetings and other duties the council may deem necessary.

(b) The salary of the executive secretary and other necessary expenses shall be borne by the agencies and departments involved in the interagency council. The staff employed for the purposes of this act shall be temporary employees and the positions shall terminate on June 30, 1975. (Dated and Signed April 8, 1974)

WASHINGTON

Name of the office. Child Development Planning Project

Location. Within the Office of Community Development (OCD), which is located in the governor's office. The coordinator of the Child Development Planning Project (CDPP) reported to the director of the Program Coordination Division of OCD.

Method of Establishment. By executive order of Governor Daniel J. Evans, effective July 1, 1973. However, the CDPP had been operational since April 1973.

Contact. Randy Pendergrass
Office of Community Development
Community Service Unit
214 General Administration Building
Olympia, WA 98501
(206) 753-4922

The Child Development Planning Project closed its offices on June 30, 1975 due to the 1975 session of the legislature declining to appropriate any funds to continue its operation. The information contained in this report pertained to the status of the project while it was in operation.

Staffing. There were three staff members: the acting coordinator, one professional staff person to administer state Head Start funds and one secretary. Full staff would have been four professional persons and two secretaries.

Funding. The fiscal year in Washington state is July 1 through June 30. The CDPP was originally funded by a federal integrated grant of $85,000 which was to have expired in January 1974. It was extended through May 1974, and these federal monies were totally expended. During the April 1974 legislative session, the state legislature appropriated $99,688 for the CDPP, provided that $82,410 was obtained from federal sources. In addition, the legislature appropriated $29,66 for the administration of state Head Start funds.

Basic functions. The CDPP did not operate or administer programs. Its three basic functions were: (1) to assist local communities in defining their needs and setting their own priorities, (2) to coordinate services provided by state agencies and (3) to develop policy based on input from community groups and state agency personnel. To accomplish the first function, the CDPP selected five target communities where the staff worked with citizen interest groups and local planning bodies to increase the communities' awareness of the needs of children and families and to assist the community in developing a coordinated human resource planning approach which included components concerned with children and families. A needs assessment tool had been developed for use by communities interested in doing a comprehensive survey of the needs of children and families in that community. The second function was accomplished through the mechanism of an Interagency Task Force composed of representatives of the various state agencies delivering services that had direct impact on children and families. The task force was staffed by the CDPP. Agencies represented on the Interagency Task Force included: Office of the Superintendent of Public Instruction, Coordinating Council for Occupational Education, Employment Security, Office of Program Planning and Fiscal Management, Cooperative Extension Service, State Board for Community College Education, State Library, Department of Social and Health Services, and the Head Start Training and Technical Assistance Office.

In the third function, policy options for consideration by the CDPP advisory bodies were developed by CDPP staff, based upon input received from local communities and state agency personnel. The advisory bodies, in turn, made policy recommendations to the governor and legislature.

Relationship to other state agencies. CDPP was responsible for reviewing A-95 proposals affecting families and children and for providing information and materials to the governor, legislators and others upon request. Through the Interagency Task Force, the CDPP had worked extensively with other state agencies in developing various documents, models and tools for use by local groups.

Advisory groups. The State 4-C Council, to be replaced by a Council for Children appointed by the governor, and the Head Start Advisory Council were advisory to the CDPP.

Involvement of local groups. The office worked closely with local child care groups and had a growing involvement with local elected officials and planning bodies. Community groups had a great deal of input into the design of the needs assessment instrument and the Child Development Planning Model. CDPP also provided technical assistance to local groups interested in developing or expanding programs for children and families.

The CDPP had VISTA volunteers in 11 communities assigned to work with local child care organizations in the planning and coordination of children's programs and services. The VISTAs still carry these responsibilities, but their supervision has been reassigned to the OCD Office of Voluntary Action.

Comments. Although the CDPP began its work in April 1973, it did not reach full staffing until September 1973. Full staffing was maintained until December, when the staff began to move into other positions due to the uncertainty of continued funding. The lack of sufficient and secure funding and the limited number of staff members had forced the CDPP to concentrate its attention on the three basic functions enumerated above and had not allowed the staff to fully respond to community requests for technical assistance.

The CDPP initiated a process for the planning and coordination of programs for children and families in the state of Washington. Beginning steps had been effective and showed promise of great future impact at both the state and local levels.

Publications.

- -Monthly newsletter (mailed to local child care and Head Start groups and other groups and organizations concerned with services to children)
- -Washington State Directory of Resources for Children and Youth (updated annually)
- -Other publications are the Child Development Planning Model, the needs assessment questionnaire, a Day Care Policy Statement and a Statement on Children's Rights.
- -A Head Start Policy Statement and the final report on CDPP activities during the period of the federal integrated grant were planned for publication.

WASHINGTON

EXECUTIVE ORDER

WHEREAS, all children of the State of Washington are our most valuable resource; and

WHEREAS, children and family units are an essential and integral part of our community structure and growth; and

WHEREAS, there are presently many public and private programs to assist the basic family unit in providing increased opportunities for children; and

WHEREAS, there is a need to eliminate gaps and duplications in available services and programs; and

WHEREAS, there is an increasing need to provide for the coordination and enhancement of services now being provided by various State agencies; and

WHEREAS, there is a need to focus attention on more effectively utilizing public and private resources to provide for the growth of children and strengthen the family unit at the state and community level; and

WHEREAS, it is the responsibility of the State of Washington to enhance the quality of life for all children in family units through their active participation and involvement;

Now, therefore, I, Daniel J. Evans, Governor of the State of Washington, by the authority invested in me by law, do hereby order the creation of the STATE OFFICE FOR CHILDREN within the Executive Office of the Governor in the State of Washington.

The Office for Children shall carry out all necessary activities that provide for the coordination, enhancement and promulgation of programs and services for all children and family units within our communities so as to guarantee a fair and maximum opportunity for every child to reach his full potential through the expanded and most effective utilization of public and private resources, insuring an increased quality of life for our future.

The Office for Children shall address itself to developing, coordinating and enhancing programs and services, conducted full or part time in special facilities, schools, group centers or homes which provide for strengthening and supporting the family unit and children in their essential care and development of physical, social, emotional and educational skills. These programs shall include but are not necessarily limited to the care and development of the child through services which enhance or supplement the family unit by providing for: family planning, prenatal care, health and nutrition services, homemaker services, child care and development programs in or out of the home for a portion of a 24 hour day, educational services not directly related to the common schools and all supporting services necessary to the adequate implementation of the above programs and services.

The Office for Children shall consist of a Coordinator, an Interagency Task Force consisting of at least one representative from

all State Agencies providing services and programs for the care and development of children and family units, and a State Council for Children.

The Office for Children's Coordinator shall be designated by, serve at the will of, and report to, the Governor. The Coordinator shall be responsible for implementation of this Order. The Coordinator shall have the authority to retain and utilize such staff as is necessary to execute the intent of this Order, serve as Chairperson on the Interagency Task Force, and shall provide staff services to the Council for Children. In conjunction with the Governor, the Coordinator has the power to establish Memorandums of Agreement with State Agencies to utilize available resources to execute the intent of this Order.

The Interagency Task Force shall consist of at least one program staff from each State Agency which has responsibility for parent and children's programs, and such other non-agency people as the Coordinator may request. It is the responsibility of the Interagency Task Force to facilitate interagency coordination of programs and agency participation in all activities that relate to the purposes of this Order.

The Governor's Council for Children shall be appointed by, and serve at the discretion of, the Governor. The Council will be composed of fifteen members who represent the varied geographical, governmental, social and economic interests of the State. The Council shall meet quarterly and be an advisory body to the Governor, the Interagency Task Force and the Coordinator. The Council shall have authority to: serve as a forum for the discussion of child development programs and problems for elected officials, public and private agencies and the general public; establish priorities for the Office; review and make recommendations on action initiated under this order. The Council shall not be constrained from expressing their position through separate channels than those outlined by this Order.

The specific powers, duties and responsibilities of the Office for Children shall include, but are not limited to, the following functions. The Office, in cooperation and coordination with existing State Agencies and established advisory committees operating under Federal or State mandate, shall:

1. Design, implement and maintain a comprehensive child care development plan for all children, ages 0 through 18, with special emphasis on children through the age of six, which shall include provisions for:

   a) Inventorying all services available to children and family units,

   b) Developing a statewide needs assessment for all children,

   c) Identifying gaps and duplication in services,

   d) Insuring community participation by local jurisdiction officials, agencies, consumers, providers and citizen

groups in the planning process through mechanisms provided by law or developed by the office.

e) Coordinating, integrating, and supplementing established planning processes utilized by existing federal, state and local governmental bodies to develop a comprehensive plan,

f) Coordinating and integrating the plan with all other human resources planning mechanisms at the State level,

g) Facilitating the review of programs for children through established advisory committees, local designated jurisdictions and the Council in relationship to the comprehensive state plan, guaranteeing the involvement of consumers and providers in the review process.

2. Work with local political jurisdictions, planning units and community groups to establish advisory Committees for Children. The Office shall establish rules and regulations applicable to the development and delivery of programs through locally designated jurisdictions, defined by law or approved by the Governor, in so far as these rules and regulations are consistent with existing programs affected by Federal or State laws or regulations.

3. Coordinate, maximize and facilitate the integration of public and private children's programs through State agencies. The Office shall also provide technical assistance to local designated jurisdictions and community groups in developing, coordinating, integrating and funding programs at the community level.

4. Maximize the effective utilization of Federal, State, local, public and private resources to address the needs of children.

5. Work with all State and local educational institutions to develop and expand the utilization of resources to meet the needs of parenting functions and children.

6. Coordinate the evaluation and monitoring of children's programs among the various state and local agencies and appropriate Advisory Committees, or through the Office, insuring that there is a self-evaluation component, within all monitoring and evaluation of programs, by the recipients of said programs.

7. Upon direction from the Governor, apply for, receive, administer and determine the sponsoring entity for funds which are, or may become, available under State and Federal programs pertaining to the development of family units and children, and which do not logically reside in

any one existing state agency.

8. Serve as an ombudsman and advocate for children and family units within state government. Assist children, their parents or guardians and children's programs in obtaining the assistance and services which the child needs and which are provided by State government.

9. Develop a comprehensive information management and retrieval system for children's programs operated at the state level.

10. Coordinate, sponsor, and promote research in the field of children's needs and programs.

11. Coordinate and promote training programs for paraprofessional and professional staff of child development programs.

12. Develop a program, in conjunction with other state agencies, to inform the public as to the needs and availability of child and parenting programs and services.

13. Prepare and submit an annual report to the Governor, the Legislature, and the public on the status of children and recommend such programs and laws which will enhance the growth of children and family units.

14. Develop policies and procedures as necessary for the implementation of this order insuring that there is wide dissemination, review and comment throughout the state of such policies and procedures before their adoption.

15. Perform such other duties as may be consistent with the overall purposes of this order or as may be assigned subsequent to said Order.

In issuing this Order, I call upon all applicable state agencies to cooperate with, and assist, this Office in achieving its previously stated duties. (Dated and Signed May 31, 1973)

WEST VIRGINIA

Name of the office. Interagency Council for Child Development Services

Location. Office of the Governor. The director reports to the governor.

Method of establishment. By an executive order of Governor Arch A. Moore, Jr., November 1971.

Contact. John B. Himelrick Sr., Director
Interagency Council for Child Development Services
Office of the Governor
Capitol Complex
Charleston, WV 25305
(304) 348-5360

Staffing. The staff consists of six professionals and five support personnel.

Funding. The fiscal year is July 1 through June 30. Funding for fiscal year 1975-76 totals $6,587,644 from the following sources: Appalachian Regional Commission (ARC), $1,629,055; Title IV-A, plus other federal funds, $3,436,061; state, $1,522,528.

Basic functions. (1) Develop and maintain a comprehensive plan for the provision of child development services, (2) define and allocate the functions of each of the state agencies on the interagency council, (3) determine priority areas of need and make recommendations for funding, (4) provide overall direction, coordination and supervision of child development services established under the jurisdiction of the interagency council, (5) evaluate the effectiveness of child development projects, (6) recommend legislation to the governor and (7) establish advisory committees as appropriate.

Relationship to other state agencies. The council has review and recommendation authority with regard to budgets of other agencies where children's services are involved. It is also responsible for administering 29 projects that comprise a comprehensive child development program.

Because of its interagency nature, the council has been able to establish close working relationships between and among its member agencies and other state and non-governmental agencies which serve young children and their families. It is composed of the directors of the four agencies in state government that currently have responsibilities for delivery of services to children under 5 and their parents and the directors of three support agencies. Membership of the council includes the commissioner of welfare, director of mental health, director of health, superintendent of schools, director of employment security, director of the office of federal-state relations and the tax commissioner. The governor serves as chairman.

Advisory groups. The office works with the State Advisory Council for Child Development Services.

Involvement of local groups. Projects are administered by regional boards, each of which has a regional advisory council. Individual projects or programs may form local advisory groups.

Comments. Any newly created agency will be beset with organizational problems. When a new agency cuts across the lines of authority of existing agencies, the organizational problems are magnified. The nature of interagency efforts are such that existing laws and agency regulations are often challenged. This results in understandable concern on the part of agency directors and their staffs. For instance, there is a legitimate sense of urgency on the part of agency heads that they properly fullfill their constitutional and statutory mandates. This is often accompanied by the conviction that coordination among agencies in the delivery of services will necessarily result in a transfer or delegation of responsibility which they see as illegal.

These fears have surfaced in West Virginia, but not to the extent that they have seriously hampered progress toward a comprehensive and interdisciplinary program for children.

Questions relating to these areas of concern are being dealt with and answered satisfactorily each day, and the programs are being put into place with joint planning and delivery of services. The fact that the interagency council is composed of, and governed by, the heads of the existing agencies appears to be a key factor in overcoming this problem. As might be expected in any undertaking where new and previously untried methods and operational procedures are being worked out, progress is often slow in comparison to existing programs that seem to operate smoothly.

Among the factors that have contributed to the successes realized thus far are: (1) strong support from the governor, (2) active participation by chief officers of the agencies that make up the Interagency Council, (3) seed money from the Appalachian Regional Commission to initiate planning and development activities and to fund initial prototype delivery systems, (4) previous successful interagency efforts in the area of early childhood education and (5) early involvement of all agencies in planning the interagency-approach to delivery of child development services.

Publications.

- West Virginia's Comprehensive Plan for Child Development Services (mimeo)
- A Brief Description of West Virginia's Interagency Council for Child Development Services (mimeo)
- A Brief Description of Projects in the West Virginia Interagency Council Child Development Program (mimeo)
- Putting the Pieces Together (pamphlet)
- ICCDS Newsletter (published monthly)

W E S T V I R G I N I A

EXECUTIVE ORDER

No. 5 - 71

WHEREAS, The concern for improvement of "programs devoted to the first five years of life" expressed by President Nixon in his message on Education Reform is shared nowhere more keenly than in West Virginia; and

WHEREAS, The State must exert every possible effort toward bringing to West Virginia those services which will provide the best possible opportunities for the full development of every child in West Virginia without reference to the economic, cultural and ethnic circumstances surrounding his birth; and

WHEREAS, The need to provide an agency for coordinating the services now being provided for child development by various state agencies is becoming increasingly evident;

NOW, THEREFORE, I, ARCH A. MOORE, JR., Governor of the State of West Virginia, in full recognition of the magnitude and necessity of this task, and pursuant to the authority vested in me by the Constitution and the Statutes of West Virginia, do hereby issue the following order:

There is hereby created THE INTERAGENCY COUNCIL FOR CHILD DEVELOPMENT SERVICES, and delineated herein its structure, powers and duties.

The powers and duties of the Interagency Council for Child Development Services shall include those outlined herein and such other duties and powers as may from time to time be assigned said council by this office.

Said council shall be composed of the State Commissioner of the Department of Welfare, the State Director of the Department of Health, the State Director of the Department of Mental Health, the Commissioner of the Department of Employment Security, the State Superintendent of Schools, the Director of the Governor's Office of Federal-State Relations, the State Tax Commissioner and commissioners and directors of such other agencies as shall from time to time be deemed necessary to enable said council to perform its assigned responsibilities.

The head of each of these agencies shall serve on the Council or may be represented by an alternate who shall be delegated decision making power by his agency in matters which come before the Council. If alternate representatives are named by the agencies, prior approval must be given by the Governor.

The head of each agency shall submit to the Office of the Governor, within thirty (30) days of the date of this executive order, a letter of compliance and shall therein designate himself as the official representative to the Council together with the name of his alternate delegates, if any.

The Governor shall serve as Chairman of the Council during the initial year of its existence. In subsequent years the chairman of the Council shall be chosen by the Council from its membership or may be chosen in such other manner as the Governor may direct.

The specific powers and duties of the Council shall include, but not necessarily be limited to, the following functions. The Council shall:

1. Develop and maintain a comprehensive plan for the provision of child development services in West Virginia which shall include provisions for:

   (a) local participation by area county and community officials, agencies, and citizen groups in the planning process;

   (b) the development of a plan for the organization and administration of state-wide child development programs;

   (c) identifying and developing programs for training personnel for operating child development programs;

   (d) the development of a system for reporting, monitoring and evaluating information from operating child development programs and for disseminating information to such programs;

   (e) the development of methods to involve educational institutions including higher education institutions, in implementation of child development programs;

   (f) maximum effective utilization of existing Federal, State and local child care and related programs in order to achieve the greatest possible benefit from the utilization of State funds;

   (g) consideration of new and innovative systems for delivering child development services.

2. Define and allocate the functions of each of the agencies composing the Council, develop performance criteria for allocated functions and provide for evaluating the performance of assigned functions by member agencies.

3. Determine priority areas of need and recommend to the State's Representative to the Appalachian Regional Commission, or other appropriate funding agencies, areas to be funded for child development services.

4. Provide overall direction, coordination and supervision of child development services established under its jurisdiction.

5. Evaluate the effectiveness of projects in child development.

EARLY CHILDHOOD PROJECT

PUBLICATIONS

EARLY CHILDHOOD PROJECT NEWSLETTER (published bimonthly: no charge)

EARLY CHILDHOOD DEVELOPMENT: ALTERNATIVES FOR PROGRAM IMPLEMENTATION IN THE STATES (ECS Report No. 22, June 1971: $1.00)

EARLY CHILDHOOD PROGRAMS FOR MIGRANTS: ALTERNATIVES FOR THE STATES (ECS Report No. 25, May 1972: $1.00)

ESTABLISHING A STATE OFFICE OF EARLY CHILDHOOD DEVELOPMENT: SUGGESTED LEGISLATIVE ALTERNATIVES (ECS Report No. 30, December 1972: $1.00)

EARLY CHILDHOOD PLANNING IN THE STATES: A HANDBOOK FOR GATHERING DATA AND ASSESSING NEEDS (ECS Report No. 32, January 1973: $1.00)

EARLY CHILDHOOD PROGRAMS IN THE STATES: REPORT OF A DECEMBER 1972 CONFERENCE (ECS Report No. 34, March 1973: $1.00)

IMPLEMENTING CHILD DEVELOPMENT PROGRAMS: REPORT OF A NATIONAL SYMPOSIUM AUGUST 1974 (ECS Report No. 58, December 1974: $2.00)

EARLY CHILDHOOD PROGRAMS: A STATE SURVEY 1974-75 (ECS Report No. 65, April 1975: $1.00)

THE VERY YOUNG AND EDUCATION: 1974 STATE ACTIVITY (ECS Report No. 68, May 1975: no charge)

CHILD ABUSE AND NEGLECT: MODEL LEGISLATION FOR THE STATES (ECS Report No. 71, July 1975; $3.00)

DAY CARE LICENSING POLICIES AND PRACTICES: A STATE SURVEY, JULY 1975 (ECS Report No. 72, August 1975: $2.50)

STATE OFFICES OF CHILD DEVELOPMENT (ECS Report No. 55, September, 1975: $3.00)

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1975-1976

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